

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, January 4, 1972

The January 4th meeting of the Housing Commission was called to order by Commissioner Blair.

ROLL CALL

Present—Commissioners Bates, Blair, Sliker.

Visitors—Mr. Mike Harrold, City Planning Office.

The minutes of the regular meeting of December 21, 1971 were distributed for approval at the next meeting.

COMMUNICATIONS

A letter was read from Mr. Leonard Face, Administrator of Rehabilitation Medical Center, acknowledging his appreciation for a meeting previously held with the Director of the Housing Commission. The purpose of the meeting was to explore possible ways of developing housing facilities for the handicapped in conjunction with a Rehabilitation Medical Center programming. The theory of such development would require a cooperative agreement between HUD and H.E.W. The Director pointed out that no funds are presently available for such development.

Mr. Mike Harrold, City Planning Office, notified the Commission that the two duplex sites on Haag Road had been denied by the Planning Board. No more lots are to be approved in Ward 2 West of Haag.

DIRECTOR'S REPORT

MICH. 58-1 (Leased Housing)

According to the Director, 624 Park Place, 605 and 912 West Lenawee are being prepared to return to the owner. The maintenance superintendent is in the process of quoting cost estimates to renovate the above units to approximately the same condition as when they were leased.

MICH. 58-2 (Mt. Vernon Park)

Three vacancies, one renovation. No problems of special interest.

MICH. 58-3 (Hildebrandt Park)

There is one vacancy and no special problems reported.

MICH. 58-4 (Acquisition)

One vacancy. This vacant unit is being shown to a prospective resident.

MICH. 58-5 (54 units of housing recently purchased from Mulder & Sons, Inc.

Four vacancies reported by the Director. Three of which are being shown to prospective residents. However, there are eight vacancies as a result of the purchase of eight units in the Bonnie Briar subdivision on December 30, 1971.

MICH. 58-6 (Oliver Tower Apartments)

At last report there was one vacancy, however, since that time two families that had been scheduled to move from LaRoy Froh haven't moved in and another apartment formerly occupied by a resident has been given up because of his continued sickness, so presently there is a total of one efficiency and three one bedroom apartments that are vacant but assigned.

MICH. 58-7 (LaRoy Froh)

Two vacancies, both not ready. Mr. Johnnie Davis reports no unusual problems.

MICH. 58-8 (Scattered Sites)

One empty at 610 South Hayford. Mr. Gallagher is presently working with families for this unit.

MICH. 58-9 (Homebuyers)

Mr. Charles Gallagher is presently working with families for this unit. No unusual problems reported by Mr. Gallagher.

MICH. 58-10 (South Washington Park)

One unit empty and Mr. Ness is in the process of showing this unit to prospective resident.

MICH. 58-11 (48 units of scattered sites and 2-family units being built by King-Holman)

A progress report was submitted by the Director from Mayotte, Crouse and D'Haene on the units in process of being built.

The brick work on 6040-6042 Haag Road has not yet been accepted by the federal inspector. In fact, the federal inspector was to have written a letter describing the nature of the defects before he went on vacation. Yesterday, January 3, 1972 the Director attempted to contact Mr. Wilkinson, Federal Construction Inspector, and left word that he would like for him to call today, January 4. At the writing of this report we have not heard from him.

MICH. 58-12 (52 units of multi-housing to be built by Mateer Development)

Michigan National Bank requested written permission to extend the contract of sale from 210 days from the date of August 24, 1971 up to 210 days from December 29, 1971 for completion of Phase I and 270 days from the date of August 24, 1971, up to 270 from December 29, 1971 or within 150 days from the completion of the City of Lansing's sewer installation for the completion of Phase II, whichever occurs last.

The Department of Housing and Urban Development through communication with Miss Agnes Marie Miller, who is Program Assistant of Production Operation, has concurred in allowing Mateer Development Corporation to extend their contract of sale to December 29, 1971 instead of the date of the contract, August 24, 1971.

It is the recommendation of the Director that in view of Article III, sub-section (b), of the contract of sale that Mateer Development Corporation has the legal right to extend this contract date. The contract states: "If the seller be delayed in the performance of this agreement by strikes, lock-outs, unusual delay in transportation unavoidable casualties, labor union disputes, fire, weather, acts of God, or any other cause beyond the seller's control, or by delay authorized by purchaser, then the time of conveyance shall be extended an equal number of days that conveyance is delayed due to this cause."

Resolution No. 237 was read by the Director, Commissioner Sliker moved and was seconded by Commissioner Bates to amend the resolution to include: "In all other respects the contract of August 24, 1971 remains unchanged." A motion was made by Commissioner Sliker, supported by Commissioner Bates and carried to accept the following Resolution No. 237 as amended.

WHEREAS the Mateer Development Corporation entered into a contract of sale on August 24, 1971 with the Lansing Housing Commission, Department of Housing and Urban Development, to build 52 units of two-bedroom housing on two sites and

WHEREAS the Mateer Development Corporation was delayed in obtaining the land on Forest Road and in procuring a sewer on Aurelius and Hoyt

THEREFORE, let it be resolved that the contract of sale be extended to read:

Phase I, within 210 days of December 29, 1971, the units on Forest Road will be completed.

Phase II, within 270 days of December 29, 1971 and/or within 150 days from the completion of the City of Lansing sewer installation, whichever date occurs last, the units will be completed.

In all other respects the contract of August 24, 1971 remains unchanged.

LET IT THEREFORE be resolved that the President of the Lansing Housing Commission and the Executive Director of the Lansing Housing Commission be authorized to sign a statement acknowledging the above mentioned completion dates of MICH. 58-12.

It was moved by Commissioner Blair and seconded by Commissioner Sliker that Resolution No. 237 be adopted and upon roll call, the ayes and nays were as follows:

Ayes—Commissioners Bates, Blair, and Sliker.

Nays—None.

GENERAL

(1) The Model Lease and Grievance Procedure is being finalized by the city attorney and as soon as the office receives a copy, final typing will be begun on the instrument.

(2) An internal procedure of handling complaints, grievances, and hearings before the hearing panel has been developed and will be put into proper form and sent to the printer shortly.

(3) A training session is being scheduled for each of the project managers, other staff involved, and elected resident panel members, with the city attorney present to interpret the instrument and how the Lansing Housing staff should conduct the business therein.

(4) It is hoped that the new model lease will be put into operation on or about January 15, 1972. A suggestion was made by the commissioners to have a Legal Aid representative distribute the new leases to the tenants.

(5) A report was given by Pat Winans regarding the status of the Social Service Rehabilitation Proposal. An appointment has been scheduled with the State Department of Social Services on Friday, January 7, to review the Delinquency Proposal. Miss Murphy will advise us at that time as to

the date of a similar meeting regarding the Social Service proposal.

The Director indicated he would meet with Commissioner Riley to discuss how to use of funds that are remaining for salaries in Social Services. A note will be sent to each of the commissioners regarding decisions made about Social Service employees.

(6) Mr. Martin Wisecup, Department of Housing and Urban Development from Detroit, has indicated that he will be in Lansing sometime in March to study the rent structure of the Housing Commission and make necessary suggestions to improve it.

(7) The Director reported that the project managers have noticed a difference in the attitudes of verified applicants for family housing. Mr. Melvin McCorkle, Project Manager, was present to confirm that the public housing picture has changed. People used to call the Commission expressing an urgent need for housing but now even the verified applicants do not seem to be as interested in public housing as in the past.

The Director indicated this does not mean there is no need for additional housing units in the city of Lansing.

Erma Hurtado, Placement Manager, reported phone calls were made and letters sent to bring application files up to date. Little progress was achieved through these efforts and a man from Manpower was employed to make personal calls. To be eligible for public housing an application must be accompanied by a form verifying the applicant's income and out of 100 calls on verified applicants, only 20 were still interested in public housing. The Director estimated that out of 227 applications on file without verifications, probably sixty-one will be over the income limits or not verifiable. A chart was submitted by the Director entitled "Complete Applications on File—1/1/72." However, the projection of the chart did not take into account the possible housing units that may be needed as a result of the Logan-Birch Highway project, units that may be needed in future Capitol complex development, units that may be needed to take care of families in urban renewal and units needed to relocate families being forced to move out of condemned substandard housing units.

The meeting was adjourned.

OFFICIAL PROCEEDINGS OF THE BOARD OF TRUSTEES POLICEMEN'S AND FIREMEN'S RETIREMENT SYSTEM

Proceedings, January 19, 1972

January 19, 1972
Lansing, Michigan
Retirement Board Room
8th Floor—City Hall
8:30 A.M.

The Board of Trustees met in regular session and was called to order by Chairman Bruce E. Miller.

Present: Trustees Anas, Cochran, Graves, Hufnagel, Miller and Novello—6.

Absent: Trustees Butler and Young—2.

Present: James W. Dowsett, Secretary.

The minutes of the regular meeting of December 15, 1971 were received and placed on file.

The Secretary reported 0 new members, 0 reinstatements, 0 retired and 0 refunds since the last regular meeting bringing the total present annuity savings account to 509.

The Secretary reported retirement allowances paid for the month of December 1971 amounted to \$31,093.90.

The medical report from Dr. Silva, Medical Director, on John Dean, Fire Department, who has requested duty disability benefits, was read to the board. It was received and placed on file. It was moved by Trustee Novello, supported by Trustee Graves that in accordance with the letter from the Medical Director that John Dean be placed on duty disability retirement and that the Secretary be instructed to follow up on all necessary paperwork.

Adopted by the following roll call vote:

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, January 18, 1972

The January 18th meeting of the Housing Commission was called to order by President Riley.

ROLL CALL

Present: Commissioners Bates, Blair, Clapp, Riley, Sliker.

The minutes of the meeting of December 28, 1971 were approved as amended.

The minutes of the meeting of January 4, 1972 were approved as amended.

The minutes of the meeting of December 21, 1971, will be mailed to the Commissioners for approval at the next meeting.

A letter was read from Mr. Thomas Mulder, President, Geert D. Mulder & Sons, requesting authorization to build a four-bedroom Cape Cod house on a lot on Frederick Avenue. Commissioner Clapp moved and was seconded by Commissioner Sliker that the lot suggested in Mr. Mulder's letter of January 6, 1972 is not acceptable to the Commission because of the high concentration of public housing in the Frederick avenue area.

Ayes: Bates, Clapp, Riley, Sliker.

Nays: None.

Abstaining: Blair.

MICH. 58-1 (Leased Housing)

No communication has been received from the Lansing Board Rental Corporation since the Director sent estimates of costs to repair 912 West Lenawee, 624 Park Place, and 605 West Lenawee.

Three are not ready and three are boarded up.

MICH. 58-2 (Mt. Vernon Park)

One vacancy assigned.

MICH. 58-3 (Hildebrandt Park)

One vacancy assigned.

MICH. 58-4 (Acquisition)

One vacancy assigned.

MICH. 58-5 (54 units of housing presently being built by Mulder & Sons, Inc.)

Of fifty units five are vacant and are being assigned.

MICH. 58-6 (Oliver Tower Apartments)

A heating problem has been experienced in Oliver Tower. This problem has been reported to Building Systems, Inc., and Ben Agree Company, mechanical sub-contractors, for analysis and solution.

MICH. 58-7 (LaRoy Froh)

One vacancy assigned.

MICH. 58-8 (Scattered Sites)

One vacancy assigned.

MICH. 58-9 (Homebuyers)

One vacancy assigned.

MICH. 58-10 (South Washington Park)

Two vacancies assigned.

MICH. 58-11 (48 units of scattered site and 2-family units being built by King-Holman)

A report was submitted by the Director from Glen Wilkinson, Federal Housing Inspector, regarding the rejected brick work at 6040 and 6042 Haag Road.

Mr. Holman has been contacted by the Director to arrange a meeting date with Mr. Mike Harrold, City Planning Board, to consider future building sites for MICH. 58-11.

Materials were presented from Mayotte, Crouse and D'Haene outlining plans for the installation of pilings or pilasters to insure adequate foundation for the three duplexes on Miller Road at Brook Street

The Director and Mr. D'Haene will write specifications on the conditions that must be met if the Lansing Housing Commission is to purchase the units on the above lots. The accepted plan must also be approved by HUD.

MICH. 58-12 (52 units of multi-housing to be built by Mateer Development)

Mateer Development Corporation has begun installation of the sanitary sewer from Forest Road into the project.

The director reported the following:

(1) A letter has been sent to Mr. Gordon F. Goyt, Manpower Planning, City of Lansing, requesting certain personnel to be funded by the Emergency Man Power Act. Details have not been worked out as to how many of the requested personnel will be allowed.

(2) On January 4, 1972 a temporary project note sale was held for the principal amount of \$12,350,000. The purchaser of the above notes was the First National Bank of Boston, Mass. The interest rate per annum was 2.32%. These project notes will mature on August 11, 1972.

(3) The printer has been employed to print the new Lease and Model Grievance Procedure.

(4) There is a total of approximately 410 applications for elderly housing from October 1970 to date.

A motion was made by Commissioner Clapp and seconded by Commissioner Bates to adopt Resolution No. 238 as follows:

Be It Resolved By The Lansing Housing Commission As Follows:

The attached lease between the City of Lansing, acting by and through the Lansing Housing Commission, and

Harold Walter for the property located at 821 Seymour Street, Lansing, Michigan,

a four-bedroom house at \$155.00 per month for one year, is hereby approved and accepted both as to form and substance and the President or Vice President and Director of the Commission are hereby authorized and directed to execute the renewal of said lease on behalf of the Lansing Housing Commission.

Upon roll call the Ayes and Nays were as follows:

Ayes: Bates, Blair, Clapp, Riley, Sliker.

Nays: None.

The President thereupon declared the motion carried.

Mrs. Pat Winans, Community Services Coordinator, briefly reviewed the status report which had previously been sent to the Commissioners pertaining to the Teen Delinquency Prevention Proposal and the present financial situation of the Social Services Department. She also stated that she was meeting with the State Department of Social Services on Thursday, January 20 to review the social services rehabilitation application.

A report of tenants delinquent in rental payments was distributed by the Director Mr. James Schultz, Administrative Assistant is to prepare a monthly accounts receivable report in accordance with the request of the Commission.

The Director is to write a letter to the Hon. Charles Chamberlain regrading the status of the Lansing Housing Commission application for 100 units of housing to complete the original program reservation.

Instructions were given to the Director by Mr. James Giddings, City Attorney, and Mr. Carl Kaplan, Legal Aid, to proceed with the printing of the Model Lease with a blank space, pending a decision on the seven-day or thirty-day eviction notice.

The meeting was adjourned.

Support by Miss Egbert.

The meeting adjourned at 9:35 p.m.

Motion carried unanimously.

Respectfully submitted,

URBAN REDEVELOPMENT
BOARD

HEARING OF DELEGATIONS
AND INDIVIDUALS

RICHARD L. ZIMMERMAN
Secretary.

None.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, February 1, 1972

The February 1st meeting of the Housing Commission was called to order by President Riley.

ROLL CALL

Present: Commissioners Bates, Blair, Clapp, Riley, Sliker.

The minutes of December 21, 1971 were approved as submitted.

The minutes of January 18, 1972 were approved as amended.

COMMUNICATIONS

1. Copies of a letter were distributed from Mrs. Marion Jones regarding a fund raising campaign for sickle cell anemia. A letter is to be written and signed by President Riley assuring her of the support of the Commission in her efforts to fight sickle cell anemia.

2. A letter was read from Mr. Raymond Guernsey, Planning Director, recommending that the house located at 510 S. Chestnut Street, should not be leased for public housing for the reasons stated therein.

MICH. 58-1 (Leased Housing)

One empty and six boarded. A motion was made by Commissioner Bates, supported by Commissioner Sliker, and carried to have the Director write a letter to the owners negotiating the disposal of the following six vacant houses which are unrentable due to their sub-standard condition.

605 W. Lenawee

912 W. Lenawee

624 Park Place

108-110 S. Logan

508 S. Pine

MICH. 58-2 (Mt. Vernon Park)

One empty.

MICH. 58-3 (Hildebrandt Park)

No vacancy.

MICH. 58-4 (Acquisition)

No vacancy.

MICH. 58-5 (54 units of housing being built by Mulder & Sons, Inc.)

Five empty.

MICH. 58-6 (Oliver Tower Apartments)

Four empty.

MICH. 58-7 (LaRoy Froh)

One empty and one assigned.

MICH. 58-8 (Scattered Sites)

No vacancy.

MICH. 58-9 (Homebuyers)

Two vacant and in the process of being filled.

MICH. 58-10 (South Washington Park)

No vacancy.

MICH. 58-11 (48 units of scattered sites and 2-family units being built by King-Holman)

Mr. Glen Wilkinson, Federal Inspector, has approved the repaired brick work on Haag Road with the exception of one section of brick between the back door and the window above the sill on the south unit. Job punch-out was requested for the units on Miller Road, Haag Road, Fenton, and Belaire by February 1. There has been a slight delay in the punching out of these units and as soon as the punch-out lists have been completed the federal inspector will come in to finalize them. A meeting was held with Mr. Holman, Mr. D'Haene and the Director to indicate what the Housing Office would accept in the way of receiving units not completely finished as to drives, sidewalks, lawns and other outside work. A retention will be held for all uncompleted work which is greater than the actual cost of finishing such work.

The following units of housing could be turned over to the Housing Commission within a matter of four to six weeks. The assignment manager has been alerted and is working on families for these units: 2—Miller, 6—Haag, 4—Fenton, 4—Belaire. Upon the request of the Commissioners, the Director is to investigate the reason gas meters have been installed on the front of some of the buildings instead of on the side or in the back of the buildings.

MICH. 58-12 (52 units of multi-housing to be built by Mateer Development)

Sewer is being installed from Forest Road into the project. Mateer Development has been advised that they will be able to continue to build units in the winter as long as the ground is not frozen on which they pour concrete. At the last observation frost was down about 7 in. or 8 in. and once the frozen crust has been broken and adequate straw is used, freezing can be overcome. Mr. D'Haene has been instructed to watch this particular project very carefully regarding the condition of the soil on which buildings are to be built.

GENERAL

(1) A proposal was presented to the Lansing Housing Commission by the owners of Capitol Apartments to lease such units to the Commission for elderly housing. Capitol was represented by Mr. Cullen Dubois and Mr. Vernon J. Andrews.

The Commission discussed Capitol Apartments in relation to its experience with Abby Court which was located at 720-730 Lenawee. Capitol Apartments are located at 800-812 West Lenawee. The question was raised as to what would happen if not enough applicants presently on file were interested in living at Capitol Apartments. Mr. DuBois stated that the lease between the Housing Commission and Capitol Apartments could contain a termination clause which could be put into effect if applicants could not be interested and/or if a high vacancy rate continued.

The Commission also considered that the thirty-seven units left in the original 100 were for family and not for elderly. It was recalled by the Commissioners that the Housing Office has written to the Department of Housing and Urban Development to reduce the 100 unit allocation to seventy-five in order to raise the subsidy.

The Director mentioned that no communication had been received from HUD in regard to the request for reduction of the number of units in the leased housing program.

Commissioners agreed that the building must be completely checked as to meeting all building, fire, and safety codes. It was suggested that a composite description of the neighborhood be requested from the City Planning Department in order to determine whether or not the neighborhood had improved. The information needed according to the Commission involved the number of families that presently live in the community, the number of police calls, and other information that might affect elderly persons living in the area now as compared to five years ago.

President Riley emphasized that the Housing Commission does not want to mar the good image that it has in serving the elderly throughout the city but pointed out the large number of applicants on file that presently cannot be accommodated. The Commissioners questioned the quality of living in the area and were concerned as to whether or not the elderly person would be willing to live there.

The Director stated that in making an analysis of the present applications, with the inclusion of the figures given by the owners, that it would seem that the units would not be economically feasible to lease. The Director was given instructions to acquire more detailed information for further consideration of leasing the Capitol Apartments.

(2) Several suggestions were made to change the letter being sent to Hon Charles Chamberlain, U. S. House of Representatives, regarding the Lansing Housing Commission application for 100 units of housing to complete the original program reservation. The letter is to be signed by the President of the Commission.

(3) The Commissioners requested a monthly report indicating rental income

received vs. rental charges on all Housing Commission units. Rental information submitted to the Commissioners in the Director's letter of January 20 included only cash receipts.

(4) The Model Lease approved by the Commission on December 28, 1971 did not indicate the length of time required for an eviction notice. The Director will call Mr. DeSantis, Department of Housing and Urban Development, Detroit, to interpret the federal rule on thirty-day or seven-day notice for eviction for non-payment of rent. The Commission will agree to whatever decision is made by Detroit.

Motion made by Commissioner Clapp, supported by Commissioner Blair, to adopt Resolution No. 239 as follows:

Whereas Resolution No. 3 sets the meetings at City Hall on each successive Tuesday of each month at 1:30 p.m. and

Whereas Resolution No. 144 moved the above meeting from City Hall to the Poxon Building, 206 East Michigan Avenue, and

Whereas Resolution No. 214 resolved that the Lansing Housing Commission meet on the first and third Tuesday of each month at 1:30 p.m. for its regular official meeting

Therefore Let It Be Resolved that the regular official meetings of the Lansing Housing Commission be scheduled at 310 Seymour Avenue on the first and third Tuesday of each month at 1:00 p.m.

Upon roll call the ayes and nays were:

Ayes: Bates, Blair, Clapp, Riley, Sliker.

Nays: None.

The President thereupon declared the motion carried.

(6) The Director reported that moneys are available from HUD for a new Modernization Program for housing projects over three years old. A proposal for modernization and new programming has been sent to the Department of Housing and Urban Development by the Director. When and if such funds for modernization become available, a careful analysis will be made of the proposal with the Commissioners' approval of all final recommendations.

The meeting was adjourned.

OFFICIAL PROCEEDINGS OF THE BOARD OF ELECTRICAL EXAMINERS OF THE CITY OF LANSING

Special Meeting, February 29, 1972

Members present: Douglas Jones, Keith Miller, Howard Lutz, Dean Battley and Keith Norris—5.

Inspectors present: James Rice, Dale Hoover and Ray Dwyer—3.

Meeting called to order at 7:00 p.m. by Chairman Norris.

Minutes of the last meeting were read and approved.

This was a special meeting to update the electrical examinations.

Motion was made by Mr. Lutz and seconded by Mr. Miller to adjourn.

Meeting adjourned at 10:00 p.m.

Respectfully submitted,

RAY J. DWYER,
Secretary.

Housing Sub-Committee

No Report.

School District and Michigan State University should co-sponsor TTT from now on.

Motion second. Motion carried.

Education and Recreation

Mr. Martinez reported on the completion of the Fellowship Scholarship document that he compiled, through Michigan Education Association. Trainer of Teacher Trainers (TTT) was explained. Mr. Martinez stated that this project has been funded by the Federal Government for the past three years, but he felt that it time that local school districts were responsible for this Teacher Training. Mr. Martinez made the motion that the Human Relations Committee go on record that teacher re-training is important, and that the Lansing

Mr. Dunnings made the motion that the meeting be adjourned. Motion seconded. Motion passed.

Meeting was adjourned at 5:30 p.m.

Respectfully submitted,

CATHERINE MILETT,
Secretary
Human Relations Committee

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, February 15, 1972

The February 15th meeting of the Housing Commission was called to order by President Riley.

ROLL CALL

Present: Bates, Blair, Clapp, Riley, Sliker.

Visitor: Mr. Mike Harrold, City Planning Department.

The minutes of February 1 were approved as amended.

MICH. 58-1 (Leased Housing)

Four boarded up, two being prepared for occupancy. The owners of the boarded up units have been asked to negotiate the return of such units.

MICH. 58-2 (Mt. Vernon Park)

One empty.

MICH. 58-3 (Hildebrandt Park)

No Vacancies.

MICH. 58-4 (Acquisition)

No Vacancies.

MICH. 58-5 (54 units of housing presently being built by Mulder & Sons, Inc.)

One empty.

MICH. 58-6 (Oliver Tower Apartments)

One empty and assigned.

MICH. 58-7 (LaRoy Froh)

No Vacancies.

MICH. 58-8 (Scattered Sites)

Two empty. Project Manager and Assignment Manager are working on filling these two units.

MICH. 58-9 (Homebuyers)

Two empty. Project Manager is in process of finding two more eligible residents.

MICH. 58-10 (South Washington Park)

No vacancies.

MICH. 58-11 (48 units of scattered sites and 2-family units being built by King-Holman).

The Director recommends that the meters on houses already built by King-Holman be left on the front of the buildings with shrubbery planted in front of them to hide them from view. However, in any future houses received from King-Holman the developer and Director will need to make adjustments to place the meters on the side of the house or at least in a less conspicuous location.

Mr. Holman has requested federal inspection on three of his units in anticipation of purchase by the Housing Commission. No report has been received from Mr. Holman regarding lots on Miller at Brook which will require special foundations.

MICH. 58-12 (52 units of multi-housing to be built by Mateer)

During an inspection of the sites on Forest Road the Director reported that one of the buildings has been placed in the wrong location. Negotiations are underway with the builder to correct the error. Two buildings have sub-floors installed and several units have the basements dug.

MICH. 58-13 (100 units of Turnkey Leased Housing)

Regarding notice by HUD of available funds for last 100 units of housing under the Turnkey leasing method, the Director reported that after a consultation with President Riley, Ross and Hostetler, who are working in the area of Turnkey leasing, were invited to meet to consider the total feasibility of this method in the city of Lansing. Ross and Hostetler are fully aware that any Turnkey leasing program would have to be submitted to all interested developers in the community. They understand that there would be no compensation for any information that they submit at this time. The Director also recommended that Mr. Ronald Hatcher representing another company doing work with Turnkey leasing be contacted and asked for the same kind of analysis. There is some evidence which has not yet been confirmed that perhaps the program based upon present construction costs and the present annual contributions interest rate may not provide enough subsidy for the regular Turnkey leasing program. The regular Turnkey leasing program is predicated upon the developer and owner paying a regular tax base. The Director recommended to the Housing Commission that in the very near future a consultant be hired to follow through in the programming of Turnkey leasing. At this point, however, it is necessary to be sure that the Turnkey leasing program is economically feasible before entering into a contract with a consultant on a fee basis.

Commissioner Blair suggested a committee be appointed to work with the Director in developing these 100 units. It was moved

by Commissioner Clapp, supported by Commissioner Blair, that the President appoint two members of the Commission as an ad hoc committee to work with the Director. The motion was tabled until next meeting to give Commissioners additional time to consider the motion.

Henry Ness, Project Manager at 3200 South Washington, reported 227 residents living there with an average age of 77. Commissioner Sliker inquired if there had been any more accidents in elevators. None has occurred but electronic eyes are being installed as an added safety device in all elevators used by the elderly at South Washington and Oliver Tower.

Johnnie Davis Project Manager at LaRoy Froh, reported things are going well. Only problem is parking lot being too far away for some tenants.

Arthur Six, Maintenance Superintendent, reported there are fifteen to sixteen maintenance calls on the average from residents Friday night until Monday morning. Majority of problems pertain to heating and plumbing.

Report of Committees:

Commissioner Clapp, Chairman of the Personnel Committee, reported that the committee had met to review the Director's salary. As a result of this meeting, it was discovered that the salary of the Director had not been increased over the past two years to keep in step with the increases of other heads of departments. A motion was made by Commissioner Clapp, supported by Commissioner Bates that an across the board raise be given to the Director effective immediately in accordance with the present personnel policy procedure of the City of Lansing. The motion was passed unanimously. The Director's salary is to be reviewed again in May at the end of the fiscal year.

GENERAL

(1) Last week the Lansing Housing Office was visited by Mr. Robert Koenig and Miss Elinor Fisher, Department of Housing and Urban Development, Detroit, regarding the Modernization Program. At the request of HUD the Director had submitted various modernization projects which would cost a total of between \$350,000 and \$375,000. Any modernization proposals approved by HUD would be brought to the Commission for approval of content and amount of money to be expended.

(2) In response to the directive of the last meeting regarding Capitol Apartments, a letter was sent by the Director to Mr. Raymond Guernsey, Planning Department, requesting an analysis of the immediate area for consideration of this property for leased housing for elderly. At this time the Director has not received a reply from

the Planning Department or any further communications from the owners of Capitol Apartments.

(3) According to a report from the Assignment Manager, the present bedroom breakdown for 519 existing units of housing is as follows:

1-br. 8%	4-br. 23%
2-br. 17%	5-br. 8%
3-br. 43%	6-br. .39%

(4) Director reported Mrs. Pat Winans, Director of Community Services, is meeting with Mr. Carl Kaplan, Legal Aid attorney, on February 16 regarding Model Lease and Grievance Procedure to finalize problem of seven-day notice to quit and thirty day termination clause.

(5) Motion made by Commissioner Sliker, supported by Commissioner Clapp, that since there are few available single lots in Lansing approval be given of lot 75, Woodlawn Subdivision, on Frederick Avenue. The lot was submitted by Geert D. Mulder & sons as possible site for MICH. 58-5 and turned down by Commission at meeting on January 18, 1972. The motion was passed with Commissioner Blair abstaining.

(6) The Commission tabled a recommendation by Mike Harrold, City Planning Department, of Lot 78 on Hilliard Road for use as a possible site for MICH. 58-5.

(7) In accordance with a request from the auditor, Hawkins, Ashe, and Baptie, the Director requested a motion to pass the following resolution:

RESOLUTION NO. 241

Whereas the auditor, Hawkins, Ash and Baptie, has directed the Housing Commission Office to eliminate certain rental accounts which are uncollectible or unpayable and

Whereas the Collection Loss Analysis tabulation compiled by our certified public accountant indicates that from the inception of the Housing Commission Office up to June 30, 1971 there is a debit of \$648.80.

Therefore Let It Be Resolved that the Collection Loss Analysis tabulation prepared by our certified public accountant be officially accepted and

Let It Further Be Resolved that all credits and debits which have proved to be uncollectible or unpayable be removed from our accounting records.

Motion made by Commissioner Sliker, supported by Commissioner Blair, to adopt Resolution No. 241 and upon roll the ayes and nays were as follows:

Ayes: Bates, Blair Clapp, Riley, Sliker.

Nays: None.

The President thereupon declared the motion carried.

(8) The Director requested a motion to pass the following resolution to up-grade the present receptionist position to a higher classification and hired a qualified person to fill it.

RESOLUTION NO. 242

Whereas Mrs. Erma Hurtado was promoted from a receptionist position (Classification IB Clerk) to the Assignment Manager (Classification IIB Clerk) and

Whereas upon the suggestion of the Management Office of the Department of Housing and Urban Development it was recommended that we up-grade the receptionist position to include duties concomitant with a Clerk III Classification

Therefore Let It Be Resolved that the Director be authorized to request the Personnel Director of the City of Lansing to develop the above mentioned classification and to hire a qualified person to fill it.

Motion made by Commissioner Clapp, supported by Commissioner Bates, to adopt Resolution No. 242 and upon roll call the ayes and nays were as follows:

Ayes: Bates, Blair, Clapp, Riley, Sliker.

Nays: None.

The President thereupon declared the motion carried.

(9) The Director requested a motion to pass the following resolution allowing the Lansing Housing Commission to hire ten unemployed persons under the Emergency Man Power Act. Commissioner Sliker inquired whether some of these new positions could be filled by Social Services personnel who might be laid off due to lack of funding. The Director replied Social Services persons would be on the payroll under present funding until April 1 and the Personnel Department had indicated that a decision had to be made as soon as possible on specific applicants in the event funds became available immediately.

RESOLUTION NO. 240

Whereas the Emergency Man Power Act provides for certain funding to hire unemployed persons presently living within the city of Lansing and

Whereas the Lansing Housing Office has need of at least ten employees:

2—Classification II Clerks

3—Classification IB Clerks

5—Classification IIB Laborers

And Whereas the City of Lansing through its allocation from the Emergency Man Power Act has offered to fund these employees to work for the Lansing Housing Commission

Therefore Let It Be Resolved that the Lansing Housing Commission authorize the use of the above mentioned employees to function in the operation of the Housing Commission Office.

Motion made by Commissioner Bates, supported by Commissioner Clapp, to adopt Resolution No. 240 and upon roll call the ayes and nays were as follows:

Ayes: Bates, Clapp, Riley.

Nays: None.

Abstaining: Blair, Sliker.

The President thereupon declared the motion carried.

The meeting was adjourned.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, February 28, 1972

The special meeting of the Lansing Housing Commission was called by the President to consider the submittal of an application for 100 units of housing under the Turnkey leasing method, Section 23.

In the absence of President Riley, the meeting was called to order by Vice-President Blair.

ROLL CALL

Present: Blair, Clapp, Sliker.

Absent: Bates, Riley.

The Director reported that he had consulted with Frank Callendo of the HUD area office, Ross and Hostetler who has been working in the area of Turnkey leasing, and Mr. Ronald Hatcher who has also been working in the area of Turnkey leasing. Using the figures in the prepared application, the Director recommended that the Commission apply for the maximum subsidy.

In computing this subsidy the PHA prototype used was single and semi-detached category an adjustment figure for dwelling costs and equipment costs of 105 percent, and non-dwelling costs and equipment costs of 175 percent which is the maximum allowed. The present contribution interest rate allowable by the U.S. Government is 5.97 percent so the maximum monthly contribution that could be expected in this community is as follows:

2-br. \$132.10/mo. x 27 = \$3,566.70
x 12 = \$ 42,800.40/yr.

3-br. \$157.24/mo. x 61 = \$9,591.64
x 12 = \$115,099.68/yr.

4-br. \$189.23/mo. x 7 = \$1,324.61
x 12 = \$ 15,895.32/yr.

5-br. \$211.17/mo. x 5 = \$1,055.85
x 12 = \$ 12,670.20/yr.

per month \$15,538.80 per month \$186,465.60

If an Annual Contributions Contract is issued by HUD and the City of Lansing by resolution allows the Commission to amend the present Annual Contributions Contract, then the Housing Commission will know the maximum rents that are allowable: 2-br. \$147, 3-br. \$169, 4-br. \$199, 5-br. \$217. With this information advertisements for proposals based upon these rents would be in order.

The Director indicated that if, based upon these rents, the developers were unable to present a proposal to build units and lease them to the Housing Commission for a period of ten years with a renewal of another ten years, the Housing Commission would be in a position to carry this information back to the Detroit HUD office and ask for an adjustment in a program that would be feasible.

Commissioner Sliker inquired whether the bedroom sizes could be changed from the percentages submitted on the application if in the future the needs were to change. The Director indicated that HUD in Detroit had stated the Commission would not be compelled to build the bedroom sizes re-

quested in the application if needs were to change.

Commissioner Clapp made a motion, supported by Commissioner Sliker, to accept the following Resolution No. 243:

Whereas the Lansing Housing Commission has been funded by the Department of Housing and Urban Development for the last 100 units in our program reservation and

Whereas the Department of Housing and Urban Development has specifically stipulated that the 100 units must be developed by Turnkey leasing under Section 23 of the Housing Act and

Whereas the above mentioned 100 units must be developed during this fiscal year

Therefore Let It Be Resolved that the application for Turnkey leasing herein prepared based upon the highest prototype unit construction cost and other maximum adjustments per unit be immediately sent to the Department of Housing and Urban Development for immediate processing. Needs for bedroom size may be changed at a later date.

Upon roll call the ayes and nays were as follows:

Ayes: Blair, Clapp, Sliker.

Nays: None.

The President thereupon declared the motion carried.

The meeting was adjourned.

OFFICIAL PROCEEDINGS OF THE MECHANICAL CONSTRUCTION EXAMINERS BOARD OF THE CITY OF LANSING

Proceedings, March 7, 1972

Members Present: Robert Linton, Marcus Metoyer, Donald R. Simons and Ernest Fox—4.

Member excused: Carl Nosal—1.

Inspector present: B. Wayne Jackson—1.

Meeting was called to order at 7:30 p.m. by Chairman Linton.

The following procedures were adopted by resolution.

1. Final date for receiving license request applications shall be not later than March 1 and September 1, of each year. The Board authorized the inspector to verify the information on the examination request and to make written reply to applicants as to the next examination date, time and place. Questionable applications may be returned to applicant for further information or proof.

Motion made by Mr. Fox and seconded by Mr. Metoyer.

Carried.

2. Applicant upon successfully passing the written examination, must pass the approval of the majority of the Mechanical Board, whom in turn will authorize the City Clerk to accept.

The Board may disapprove applicant for good cause shown, and withhold the license. The Board in turn must give notice and advise applicant the reasons for withholding the license, as outlined in Section 9-20 of the Mechanical Code. The applicant may request a hearing in person, before the Board at its next regular meeting.

Motion made by Mr. Simons and seconded by Mr. Fox.

Carried.

Applicants approved for the Mechanical examination to be given March 14, 1972 were Robert A. Hunt, Kenneth Kellogg, Charles Kebler, William Ramsey and Ronald Hazen.

Meeting adjourned at 10:30 p.m.

Respectfully submitted,
B. WAYNE JACKSON,
Secretary

were opened and surface parking was eliminated.

He felt the problem should receive attention because it will affect what will happen in the Urban Renewal Area. He pointed out the dissatisfaction expressed by the employees of the State and the affect it will have on the business community if they carry out their proposed boycott of downtown Lansing businesses.

Mr. Zimmerman explained to Mr. Bunting that surface parking was initiated within Urban Renewal Project No. 1 as a temporary resource until adequate parking was provided by the means of constructing the parking ramps. Due to the fact that the land was acquired with urban renewal funds, the Redevelopment Department was required to charge the Parking Division a rental fee and the Redevelopment Department received a rental fee of 50 percent of the gross parking revenue collected. When the ramps were opened, the Parking Division was no longer able to continue paying a rental fee while, at the same time, they had to pay the bond commitments for construction of the ramps. The Traffic

Department presented this matter to City Council Building and Properties Committee, and it was decided that surface parking should be discontinued.

Since that time a group of businessmen concerned about the parking situation has met with City Council members in regard to this same problem, but the problem is still unresolved.

Most of the Board members agreed that this is not a matter of Redevelopment Board concern, per se.

However, Mr. Zimmerman stated that he would discuss the matter with City Council and the Traffic Director, but the decision must come from them; he can only inform them.

The meeting adjourned at 9:45 p.m.

Respectfully submitted,

URBAN REDEVELOPMENT
BOARD
Richard L. Zimmerman
Secretary.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, March 7, 1972

The March 7th meeting of the Housing Commission was called to order by President Riley.

ROLL CALL

Present: Blair, Clapp, Riley, Sliker.

Absent: Bates.

Visitor: Nobyn D'Haene, Architectural Inspector

The minutes of February 15 and February 28 were approved as amended.

COMMUNICATIONS

A letter was read from Geert D. Mulder and Sons indicating that lot No. 75, Woodlawn subdivision, had been sold to another buyer and, therefore, was not available.

DIRECTOR'S REPORT

MICH. 58-1 (Leased Housing)

A meeting had been held with Lansing Board Rental Corporation to discuss disposition of the following houses leased from them by the Lansing Housing Commission.

912 West Lenawee—The Maintenance Superintendent of the Lansing Housing Office is preparing this house for return to LBR. The Housing Office had decided that the house could be renovated for less than the \$3,500 to \$4,000 requested by LBR to break the lease.

605 West Lenawee—The Project Manager, Maintenance Superintendent, and the Director analyzed the condition of this house which has had the plumbing, electrical fixtures, and other items stripped from the building. Upon careful consideration of costs required to refurbish the unit to the state and condition in which it was leased it was estimated that the

cost would be more than \$3,100. Since Lansing Board Rental Corporation has agreed to return the lease for \$3,100 the unit will be turned back to them for this amount.

624 Park Place—The Lansing Housing Office estimated that it would cost at least \$2,000 to prepare Park Place for return to Lansing Board Rental. Upon advice of the Maintenance Superintendent and the Project Manager, it was agreed that it would be cheaper for the housing office to pay LBR \$2,000 instead of attempting to renovate it in preparation for its return to Lansing Board Rental.

Other units that the Lansing Board Rental have indicated that they would like to have returned to them on an orderly basis are: 301 South Francis, 1220 W. Hillsdale, 6327 Hilliard, 1011 Raider, 1024 North Larch.

The question was raised as to why houses are being returned to LBR that are in good condition and desirable neighborhoods. The Director explained that under the present rental structure LBR is not interested in renewing the leases which expire June 30, 1972. Therefore, since LBR does not wish to have all the houses returned at one time in June, houses are being returned as they become empty and renovation is made. Interspersing houses in good condition with those in bad condition allows the Housing Commission maintenance personnel to do repair work over the next several months instead of all at one time.

MICH. 58-2 (Mt. Vernon Park)

Two vacancies. One is ready and assigned and the other is being worked on.

The City Attorney is presently representing the Lansing Housing Commission which has been named as defendant along with Alco Universal, Inc. resulting from an unpaid bill submitted by Reed & Noyce, Inc. on Mich. 58-2. Seemingly there is a dispute between Alco Universal and Reed & Noyce as to settlement for certain work done on this project. Mr. William Quinn, Director of Brooks Abstract, has reassured the City of Lansing and the Director that the title insurance does indeed cover all liens that were recorded at the time of closing. Our Title Commitment with Brooks Abstract using lawyers Title Insurance is Case No. L6674.

MICH. 58-3 (Hildebrandt Park)

No vacancy.

MICH. 58-4 (Acquisition)

No vacancy.

MICH. 58-5 (54 units presently being built by Mulder & Sons, Inc.)

Of fifty completed units, one three and one four bedroom units are available, they are in the process of being assigned.

MICH. 58-6 (Oliver Tower Apartments)

No vacancies. However, it has come to the Director's attention that there are two persons who are not living regularly in the building. These persons have been notified that they must live in their apartments regularly or forfeit their leases.

MICH. 58-7 (LaRoy Froh)

Three vacancies. Two not ready for occupancy.

MICH. 58-8 (Scattered Sites)

No vacancies.

MICH. 58-9 (Homebuyers)

Two empty. The Project Manager has offered these two units to several prospective home buyers without success.

MICH. 58-10 (South Washington Park)

No vacancy.

MICH. 58-11 (48 units of scattered sites and 2-family units being built by King-Holman)

The units at 6036-38 Haag Road, 6048-50 Haag Road, and 1610-12 Miller Road have been finalized out but they are not totally acceptable to the Housing Office. As soon as they are acceptable, they will be purchased, perhaps yet this week.

Mr. Nobyn D'Haene, Architectural Inspector, reported he is making regular checks to make certain foundations are being installed according to specifications on Miller Road sites where special pilings are required.

MICH. 58-12 (52 units of multi-housing to be built by Mater Development)

Nobyn D'Haene was present to show Commissioners changes that were made in location of houses on sites at Forest Road due to an engineering mistake in the original plans.

On the Forest Road site Mater has roughed in at least three buildings and has installed the sub-floors on two more with all of the foundations being installed. On the Aurelius Road-Hoyt Street site the basements have been dug, some footings installed, and one foundation has been completed.

MICH. 58-13—(100 units of Turnkey Leased housing)

The application for 100 units of Turnkey Leasing was completed and sent to Mr. Frank Caliendo, Department of Housing

and Urban Development. Mr. Caliendo has requested documentation on why Lansing should use 175% instead of 150% as the factor for non-dwelling costs and equipment costs.

GENERAL

(1) The Director reported the termination of the one-year social services pilot program which had been funded by Ransom Fidelity Foundation and the MSU College of Medicine. Several unsuccessful attempts were made to find other funding. As a result of the lack of funding, the following changes in staff will be made.

Terminating 4/28/72: Mrs. Peg Dickman Mrs. Dorothy Ball, Mrs. Anita Thomas 26½ hrs. week starting 5/1/72: Mrs. Dorothy Graham, Mrs. Martha Scott, Miss Carol Wallace.

Commissioner Sliker requested that in the future Social Service employees be employed on a permanent basis instead of a contract so that it might be possible for them to retain their seniority and in turn be transferred to another City department.

(2) President Riley suggested an open house be held this spring for Mater Development Corporation and King-Holman Construction Company to show the community the quality of housing being developed by the Lansing Housing Commission. The Director will make plans accordingly.

(3) Commissioner Sliker requested an executive committee meeting be held to clarify personnel procedures. President Riley suggested an executive committee meeting be held at the time of the next Commission meeting.

(4) President Riley called for a vote on the following tabled motion which was unanimously passed. "The President shall appoint two members of the Commission as an ad hoc committee to work with the Director in the development of 100 non-elderly units, MICH. 58-13."

(5) The Director reported that during the last week in March engineers from HUD in Detroit would be in Lansing to examine the Lansing Housing Commission projects and discuss possible modernization under the new available funding.

(6) Housing Office was asked to check whether or not membership fees in NAHRO had been paid for Commissioners Bates and Blair.

(7) The Director reported authorization had been received to hire the personnel interviewed by the Housing Office for employment under the Emergency Man Power Act. The City of Lansing Personnel Department will contact these persons and begin to process them for immediate employment.

(8) No report has been received from the

City Planning Department regarding evaluation of the community around Capitol Apartments.

(9) Meetings have continued to be held to instruct the Residents Councils as to the Model Grievance Procedure. The staff has been instructed on the procedures to be followed, and in compliance with regulations a lease has been posted at each of the projects and in the central office. Schedules have been made to meet with the rest of the Residents Councils to explain the Model Grievance procedure and neutral panel members are being contacted to be informed of their duties.

In accordance with the request from the City Attorney to have the Commission approve the final revised version of the Model Lease and Grievance Procedure, the Director asked for a motion to adopt the following resolution.

RESOLUTION NO. 245

Whereas the Department of Housing and Urban Development has directed the Housing Commissions to re-write their residents' dwelling lease which includes a Grievance procedure and

Whereas the Lansing Housing Commission has complied with the regulations as recorded in Circular RHM 7465.6, Transmittal Notice RHM 7465.8 and Transmittal Notice RHM 6465.9 and has developed as Model Lease and Grievance Procedure acceptable to the Department of Housing and Urban Development and complying with the legal opinion of the City Attorney and

Whereas such a Dwelling Lease and Grievance Procedure was officially accepted by the Lansing Housing Commission through Resolution No. 236 and

Whereas since that time the Dwelling Lease and Model Grievance Procedure have been modified in content and in form

Therefore Let It Be resolved that the modified and corrected Model Lease and Grievance Procedure marked Exhibit A and filed in the proper place within the files of the Lansing Housing Commission be officially accepted as the Lease and Model Grievance Procedure to be used as the official document and

Let It Further Be Resolved that Resolution No. 236 be negated and replaced with Resolution No. 245.

Motion made by Commissioner Blair, supported by Commissioner Sliker, to adopt Resolution No. 245, and upon roll call the ayes and nays were as follows:

Ayes: Blair, Clapp, Riley, Sliker.

Nays: None.

The President thereupon declared the motion carried.

(10) The Director requested a motion to pass the following resolution to establish a Clerk III position to hire an Executive Secretary for the Housing Office.

RESOLUTION NO. 244

Whereas Resolution No. 242 changed a position from a Clerk I to a Clerk III position and

Whereas the Department of Housing and Urban Development had authorized such a change of classification and

Whereas a recent court ruling by the Federal Wage Control Board request that

no reclassifications be approved by the city of Lansing for any reason

Therefore Let It Be resolved that Resolution No. 242 be rescinded.

Motion made by Commissioner Clapp, supported by Commissioner Sliker, to adopt Resolution No. 244, and upon roll call the ayes and nays were as follows:

Ayes: Blair, Clapp, Riley, Sliker.

Nays: None.

The President thereupon declared the motion carried.

The meeting was adjourned.

OFFICIAL PROCEEDINGS OF THE URBAN REDEVELOPMENT BOARD OF THE CITY OF LANSING

Proceedings, March 16, 1972

The meeting was called to order by Dr. Griffin at 4:40 p.m.

ROLL CALL

Present: Miss Egbert, Messrs. Griffin, Hilley, Jessop and Shaw.

Excused Absences: Messrs. Bunting and Rosa.

Guests in Attendance: Bruce King, Special Assistant City Attorney; Lloyd Moles, The State Journal; Merle Peacock, Sam Clay, Arthur Richardson, Harold Burnett, Ronald Stonehouse and Thomas Freeman.

The minutes of the February 22, 1972 meeting will be submitted for approval at the March 28, 1972 meeting.

REPORT OF COMMITTEE

None.

REPORT OF OFFICERS

None.

REPORT OF DIRECTOR

a. Current Status of the Negotiations on all Unacquired Properties Scheduled for Acquisition in Urban Renewal Project No. 2, Mich. A-6

Mr. Zimmerman reported that since the last Board meeting, February 22, 1972, offers to purchase have been accepted on Parcels 65-7, 68-7 and 68-24-28 previously reported, plus these three parcels, makes a total of 31 parcels on which agreements to purchase have been signed, as of this date. Since the last Board meeting, title has been conveyed on Parcels 68-22 and 68-27-25 were previously reported, plus these two, makes a total of 27 parcels on which title has been conveyed. Parcel 65-1, owned by the State of Michigan Highway Department, is not subject to eminent domain proceedings; however, as previously reported, negotiations are being resolved and the "application to purchase and agreement of sale" will be signed in the near future.

There are a total of 40 parcels scheduled for acquisition under the First Year neighborhood Development Program for Urban Renewal Project No. 2, Mich. A-6 and this leaves 8 parcels unacquired.

b. Request for Board Recommendation to City Council that Mr. Bruce King, Special Assistant City Attorney, be

tinct land use improvement over the Block Company that previously occupied the site. The Board believes that the substation will improve the land use relationships that exists today, and will not seriously affect any adjoining property.

Motion carried unanimously.

Motion by Taylor supported by Gaus that the minutes of May 11, 1972 be approved.

Minutes of May 11, 1972 approved by unanimous vote.

Chairman Houck stated that the election of officers would be held at the next Board of Zoning Appeals meeting, July 13, 1972.

Meeting adjourned at 9:15 P.M.

Respectfully submitted,

RAYMOND C. GUERNSEY,
Secretary.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, March 7, 1972

The March 7th meeting of the Housing Commission was called to order by President Riley.

ROLL CALL

Present: Blair, Clapp, Riley, Sliker.

Absent: Bates.

Visitor: Nobyn D'Haene, Architectural Inspector.

The minutes of February 15 and February 28 were approved as amended.

COMMUNICATIONS

A letter was read from Geert D. Mulder & Sons indicating that lot No. 75, Woodlawn Subdivision, had been sold to another buyer and, therefore, was not available.

DIRECTOR'S REPORT

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Whereas since that time the Dwelling Lease and Model Grievance Procedure have been modified in content and in form

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Nays: None.

The President thereupon declared the motion carried.

(10) (The Director requested a motion to pass the following resolution to establish a Clerk III position to hire an Executive Secretary for the Housing Office.

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Whereas the Department of Housing and Urban Development had authorized such a change of classification and

Whereas a recent court ruling by the Federal Wage Control Board requests that no reclassifications be approved by the City of Lansing for any reason

Therefore Let It Be Resolved that Resolution No. 242 be rescinded.

Motion made by Commissioner Clapp, supported by Commissioner Sliker, to adopt Resolution No. 244, and upon roll call the ayes and nays were as follows:

Ayes: Blair, Clapp, Riley, Sliker.

Nays: None.

The President thereupon declared the motion carried.

The meeting was adjourned.

OFFICIAL PROCEEDINGS OF THE PLANNING BOARD OF THE CITY OF LANSING

Proceedings, April 18, 1972

The meeting was called to order at 7:35 by Chairman Black.

ROLL CALL

Attending: Barnhart, Black, Gaus, Horne, Pawlak, Remick.

Absent: Anderson (excused), Fink.

HEARINGS

MH-1-72 Mill Pond Mobile Modular Village Site Plan Review

The petitioner was not present when called on for his presentation.

Alex J. Bagner, owner of property south of the proposed village, stated he is not opposed to the village unless it is going to be a high density development. He asked what the density would be.

Mr. Guernsey stated he thought the average density would be five to seven units per acre.

Mr. Bagner stated that according to the notice sent by the Planning Department, the density would be higher than that stated by Mr. Guernsey. According to his knowledge, there needs to be consideration of space for roadways, etc., and he would be opposed to such crowding.

Mr. Guernsey stated that according to the developer the park they are proposing exceeds the qualifications for a five-star rating. Since the developer was not present to answer, he could not refer Mr. Bagner's questions, however, according to information in the possession of the Planning Department, all qualifications for a mobile home park are met.

Mr. Bagner stated he thought the property would be too crowded.

Referred to the Zoning Committee.

Z-70-69 5500 South Cedar Street CUP Amendment

Tom Mulder, President of Geert D. Mulder and Sons, Inc., was present to speak on their amendment to the original community unit plan. They are proposing a three section development, one section will be row houses with four to eight units per building, one section will be apartments, and the other section five-family condominium units.

Mr. Gaus asked how many units are being requested.

Mr. Guernsey stated that 12 were originally applied for, eight were recommended by the Board, and now 9.33 units per acre are being requested.

Mr. Guernsey asked what the total area of the project is.

Mr. Mulder replied that there are 20.56 acres in the total project, later on they will ask for additional units.

An unidentified man in the audience asked if the Board would allow additional units.

Mr. Guernsey stated that if more units are desired, the petitioner will have to come before the Board again, at this hearing only the amendment is being considered.

Mr. Remick asked if Mr. Mulder has the right-of-way for the extension of Kay-north Road to Armstrong.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, March 21, 1972

The March 21st meeting of the Housing Commission was called to order by Vice-President Blair pending the arrival of President Riley.

ROLL CALL

Present: Bates, Blair, Clapp, Riley, Sliker.

Visitors: Gerald Ernst, City Assessor, Jim Foulds, City Planning Department, Gordon Swicks, Ingham County Commissioner, Robert Black, Mayor's Assistant (Present for short time), Emily Soltow, Grievance Coordinator (Present for short time).

The minutes of March 7 were approved as amended.

COMMUNICATIONS

1. Letter from Highland Park Housing Commission expressing gratitude to the Director for the assistance and guidance extended to this new commission by the Director.

2. Letters from Greater Lansing Legal Aid Bureau, Inc. regarding the Second Brook Amendment and an expression of appreciation for the cooperation of the Housing office in negotiating and implementing the new Model Lease and Grievance Procedure.

3. Letter of gratitude from City of East Lansing for the Director's offer of assistance in developing a housing commission for East Lansing.

Emily Soltow was present to explain the Grievance Procedure methods to the Commissioners.

DIRECTOR'S REPORT

MICH. 58-1 (Leased Housing)

The following three houses are boarded up and negotiations are under way with Lansing Board Rental Corporation to return them: 912 W. Lenawee, 605 W. Lenawee, and 624 Park Place.

MICH. 58-2 (Mt. Vernon Park)

Two vacancies. These units were vacated last weekend and are in process of being prepared for reoccupancy.

MICH. 58-3 (Hildebrandt Park)

No Vacancy.

MICH. 58-4 (Acquisition)

No vacancies.

MICH. 58-5 (54 units of housing presently being built by Mulder & Sons, Inc.)

No vacancies in fifty units presently owned by the Housing Commission in this program. The Director inspected the unit on Darby that will be sold to the Housing Commission in a few weeks and found that it was in good condition.

MICH. 58-6 (Oliver Tower Apartments)

One vacancy. This unit was leased but the lessee was unable to continue her Medicare with the lower rental amount and therefore declined the unit.

MICH. 58-7 (LaRoy Froh)

Two vacancies. Both of these units are being prepared for occupancy.

MICH. 58-8 (Scattered Sites)

No vacancy.

MICH. 58-9 (Homebuyers)

Two vacancies. The project manager is in touch with some families who are interested in becoming home buyers. The interested persons are presently in the rental units.

MICH. 58-10 (South Washington Park)

One vacancy which is being filled.

MICH. 58-11 (48 units of scattered sites and 2-family units being built by King-Holman)

On March 17 the following units were purchased: 1610-12 W. Miller Road and 6048-50 Haag Road. Retentions have been held out to do certain unfinished work. The assignment manager has been notified of the availability of these units and is presently selecting families for them.

MICH. 58-12 (52 units of multi-housing to be built by Mateer Development)

Work continues to progress on Forest Road with most of the buildings being framed in and units are being built on Aurelius-Hoyt.

MICH. 58-13 (100 units of Turnkey Leasing)

The Director talked with Mr. Richard Paul, Program Director of Western Michigan for HUD, at a Housing Seminar to Develop the Three-Year Strategy of Model Cities regarding the application that Frank Caliendo is presently processing. The Director informed him that if the subsidies available in the program are not sufficient to interest developers to build 100 Turnkey leasing units, the Commission will request HUD to give the application further consideration.

GENERAL

(1) To date forty-eight eviction notices have been sent for non-payment of rent. The following procedure has been established for residents who are delinquent in rental payments to repay back rents on a schedule.

A. A deficit of more than three times the resident's monthly rent cannot be put on a schedule.

B. In preparing a repayment schedule an amount per month no greater than one-half the resident's current monthly rental may be used.

C. A repayment schedule cannot be extended for more than approximately six months.

D. If the resident's deficit is greater than three times his current monthly rent, the resident must pay in lump sum the difference between three times the resident's monthly rent and the deficit owed.

E. If a resident does not keep the schedule he has entered into, eviction proceedings will be put into effect immediately.

(2) A circular was received from the U.S. Housing and Urban Development about two weeks ago dated January 18, 1972. It has reference to HUD Transmittal HM7465.13 which makes the 25 percent statutory limitation of rents applic-

able to all tenants receiving welfare assistance. Originally the Housing Office had an agreement with the Department of Social Services to charge the following rent for recipients of welfare who live in public housing: 1-bedroom \$90 2-bedroom \$110; 3-bedroom \$120; 4-bedroom \$125; 5-bedroom \$125; 6-bedroom \$130. efficiency \$40, 1-bedroom \$50 at the recommendation of the Regional Office in Chicago. The problem that the Housing Commission is attempting to work out with the Department of Social Services is that this new circular says "The new provision has the effect of making the 25 percent limitation rents applicable to all tenants living in low-rent Public housing who are welfare recipients and those new families moving in who would not previously have benefited, because a reduction in their rents would have resulted in a reduction in their public assistance grants. This includes welfare families who may previously have received a partial reduction in rent, but were still paying a gross rent in excess of the 25 percent maximum."

In HM7465.10 the new definition of income Section 5, "Tenants Receiving Welfare Assistance, A. The limitations of rents at 25 percent of income as above defined shall not apply in any case in which it is determined that limiting the rent of any tenant or class of tenants will result in a reduction in the amount of welfare assistance which would otherwise be provided to such tenant or class of tenants by public agency."

A letter has been sent to department of Social Services asking for a guaranty that when and if the Housing Office lowers the rentals of the various residents in public housing the resident of public housing will not experience a reduction in his total welfare assistance. This problem has not been resolved between HUD and HEW. When the above problem is resolved, then the Housing Office must begin to adjust all rentals to conform with the Statutory Limitation retroactive to December 22, 1971.

(3) With reference to the approval of the annual budget by the Commissioners, the Commission agreed that they should see, approve, and/or amend the annual budget before it goes to HUD.

(4) After a consultation with Mr. Dan Bodwin, City Personnel Department, regarding the change of classification of Erma Hurtado to a Clerk II, he recommended that we request the establishment of a Secretary III classification.

(5) Letters have been written to NAHRO to determine the status of membership of the Commissioners.

(6) On February 1 the owners of Capitol Apartments submitted a proposal to lease to the Lansing Housing Commission thirty units of housing located at 800-12 West Lenawee. It is estimated by the Director that with rents paid to owners of \$100 as submitted by their proposal and with local Housing Commission expenses of \$20 to

manage, collect rents, etc., the total Housing Office expenses would be \$120 less fixed HUD contributions of \$67, a vacancy loss of \$3 per unit and cost of utilities \$18 per month meaning that the required gross rent would have to be \$88. It was determined that the average gross rent charged to leased housing at the present time was \$56 so there would be a deficit of \$32 per unit or \$1,504 per month. This doesn't mean that the owners could not make a counter proposal, perhaps making the renting of these units economically feasible.

At the request of the Lansing Housing Office the City Planning Department submitted the following information regarding the community surrounding 800-12 W. Lenawee:

"There are 437 households existing in the area designated bounded by Washtenaw, Logan, Pine, and Hillsdale streets. Approximately 87 or 88 of these householders are home owners. The density of each household is 3.02 or a total population of the area of 13,197. Of this number only 7.1 percent are sixty-two years of age or older. As the report reveals 72.9 percent of the population in this particular area is black. The report also shows that 17.4 percent of the land is presently vacant in the area. According to the Department of Social Services only 77 families receive aid to dependent children. According to the April, 1971 Lansing Police Department records, there were the following crimes in the area: violence—5; property—12; others—10; or a total of 27".

President Riley requested that the owners of Capitol Apartments be invited to attend the next commission meeting to report any further information. He suggested the possibility that the Commission consider leasing a portion of the Capitol Apartments on a trial basis.

(7) The Director met with the Housing Seminar to Develop the Three-Year Strategy of Model Cities on March 16 and 17 at Kellogg Center regarding the Annual Contributions Program between the City of Lansing and HUD for the fiscal year of 1973. At that time the Director submitted an estimated need for a total of \$2,000,000 for 1973 and \$1,800,000 for 1974 to take care of the needs of public housing. The Director recommended that the Commission give consideration to the kinds of housing most needed for the years mentioned above.

(8) Commission requested an organizational chart including the new positions filled under the Emergency Employment Act and job classifications.

(9) Commission directed the Director to invite Robert McKenna of Model Cities to the next Commission meeting to discuss possible ways of cooperating in our leased housing program in the inner city.

(10) The President requested a motion to pass the following resolution to establish a Secretary III position to provide a private secretary to the Director.

RESOLUTION NO. 246

Whereas the work load of the Lansing Housing Office has increased considerably during the last year and

Whereas a major portion of that work load has been in the area of the duties of the Executive Director and

Whereas the Department of Housing and Urban Development has authorized the establishment of a classification of Secretary III

Therefore Let It Be Resolved that a Secretary III position be established to provide a private secretary to the Director.

Motion made by Commissioner Blair, supported by Commissioner Clapp to adopt Resolution No. 246 and upon Roll Call, the Ayes and Nays were as follows:

Ayes: Bates, Blair, Clapp, Riley and Sliker.

Nays: None.

The President thereupon declared the motion carried.

Meeting temporarily adjourned for an executive committee meeting.

(11) Ingham County Commissioner Gordon Swicks and Gerald Ernest, City Assessor, were present to report on the progress of the sub-committee which had been established to determine feasibility of a county-wide housing commission.

Mr. Swicks informed the Commission that a study is being conducted delving into housing needs in future, price ranges, number of bedroom size, ability of individuals to pay rent, etc. Outlying areas are asking for this information, too, as they consider need of a housing commission. Building industry also wants to know what needs are so they know what to build. The committee is trying to get a determination from HUD as to how far in depth and detail the committee must go in order to make application to HUD for the establishment of a county-wide commission.

It was the opinion of Mr. Swicks that the main function of a county-wide commission would be to act as a coordinator between all housing commissions in the county and also to act as a funding agent. There is a need to have public housing in outlying areas to avoid problems like Detroit. If the city of Lansing is not allowed to build beyond the city limits it will become necessary to build highrises.

In answer to Commissioner Sliker's question as to whether the county-wide commission, if established, would act as coordinator of all housing, not only public

housing, Mr. Swicks replied that he felt it would serve as coordinator of all housing.

Mr. Swicks stated he felt that a county-wide commission is definitely necessary. For example, a regional office or county-wide commission could pass bonds for sewers to be built in outlying areas so that housing could be developed to meet HUD standards. Under present conditions, outlying areas do not have sewers to meet HUD standards, consequently no housing can be built.

It was estimated by Mr. Swicks that the sub-committee would have necessary answers from HUD some time in the next

thirty days. He was invited to come back and give a report to the Commissioners when further information is received from HUD. Mr. Swicks felt that the recommendation of the sub-committee to the Ingham County Board of Commissioners would be to make application to HUD for the establishment of a county-wide housing commission appointed by the Board of Commissioners and after the establishment of such a commission then decisions could be made as to the kind of housing, number, location, sizes, etc.

The meeting was adjourned.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, April 4, 1972

The April 5th meeting of the Housing Commission was called to order by President Riley.

ROLL CALL

Present: Bates, Clapp, Riley, Sliker .

Absent: Blair.

Visitors: Sol Steadman, James Foulds, City Planning Department Joel Ferguson, City Councilman Bernard Fedewa, State Housing Authority Jonnie Davis, Project Manager M-58-7 (Present for a short time) Robert McKenna (Present for a short time) Pat Yinans, LHC, Social Services Dept. (Present for a short time).

The minutes of the March 21, 1972 meeting were approved as amended.

The project manager of Mich. 58-7, LaRoy Froh, Mr. Jonnie Davis, reported on a burned out unit which had been occupied by Mr. and Mrs. Roul Trembley. Mr. Davis reported the following: "Between 4:30 and 5:00 a.m. Mrs. Trembley discovered flames in the children's bedroom." As a result of the above mentioned fire one child was badly burned and subsequently died. One other child was hospitalized. At the time of this reporting the fire marshall's preliminary investigation revealed that an electric fan that had been used to circulate air in the children's bedroom had accumulated "fuzz" which in turn caused the fire. A further report from the fire marshall's office is forthcoming.

The director reported that the Social Services Department of the Lansing Housing Commission was assisting the family. He further reported that the insurance company had been notified and a full report will be sent to the city attorney.

Mr. Bernard Fedewa of the State Housing Authority came to explain a letter which had been sent to the Lansing Housing Commission regarding public housing income limits in Lansing. The basic concern that the housing authority presented was coupled with the fact that housing income limits for FHA Section 235 and 236 are 135% of local public housing income limits. These limits represent a maximum for the people who can be served through Section 235 and 236.

The reasoning behind raising the income limits for Section 235 and 236 would allow developers to have a broader housing market made up of people not now served. There are certain families whose income is too high for low income housing and too low for moderate income housing.

Mr. Fedewa said there are two aspects to FHA 235 and 236 income limits. The first involves a higher income limits to insure a broader market in Lansing which would enable them to serve more persons who are not now being served. Second, to raise the income limits would provide monies to cover the maintenance operation and the debt service on buildings being constructed in Lansing.

The principal and interest on a 235 and

236 construction is limited by how much money is represented using a formula of 25% of 235 and 236 income limits. It was stated that it is not economically feasible in Lansing to build 235 and 236 units with the formula of 25% of present income limits.

Mr. Fedewa mentioned that some of the 450 people presently on the elderly application list would be served by higher income limits. 40% to 50% of any building using 236 could be served by rent supplement up to 70% of 25% of the 236 income limits to those persons who qualified.

Commissioner Sliker asked Mr. Fedewa if there was a particular building that he had in mind to serve the elderly in Lansing. He indicated such a building would hopefully be built near the Jolly Cedar Plaza. The question further was asked by Commissioner Sliker that if the income limits were raised would it help to make the inner city program work. The question was answered in the affirmative.

Commissioner Clapp then asked as to what the State Housing Authority would like the Lansing Housing Commission to do in this matter. Mr. Fedewa re-emphasized the need to raise the income limits in order to have a broader market with more money to work with in order to make the 235 and 236 program economically feasible in the City of Lansing.

The director indicated that in order to change the income limits a request must be sent to the Market Division, Department of Housing and Urban Developer in Detroit. It was further indicated by a commissioner that Lansing Housing Commission was more in need of family units than of elderly units at the present time.

CAPITAL APARTMENTS APPLICATION

Owners of Capital Apartments presented an offer to lease to the Lansing Housing Commission building known as Capital Apartments, 800-812 W. Lenawee. This application was presented to Mr. Riley, President of the Lansing Housing Commission. It included 30 like new 1 bedroom units presented for use by the Lansing Housing Commission on a one year basis with an option to renew. In return the Lansing Housing Commission would be expected to pay \$90. per unit or \$2,700. Per month for one year. It was further suggested by the owners of the Capital Apartments that the buildings would be made acceptable and would be leased by the commission through the normal procedure.

Commissioner Clapp recorded his concern that there would be vacancies as a result of the poor reputation of the area. One of the owners, Mr. Ferguson, recorded that the partnership had surveyed the neighborhood and found that most of the objectionable aspects present three years back had been eliminated. He cited the fact that the school traffic no longer

passed the area. Further than this he reported to the Commission that the owners of the building would spend any reasonable amount of money necessary to make this building safe and acceptable for use as housing for the elderly.

Commissioner Bates stated that the primary function of the Lansing Housing Commission was to provide low rental housing for those who had need of such housing. He further expressed concern that units used for elderly should have sufficient shopping facilities reasonably close. It was pointed out by members of the Capital Apartments group that shopping for groceries was as close to Capital Apartments as it previously had been to Oliver Tower High Rise before the Min-A-Mart was included in the parking ramp.

The question was again reiterated by the Commission that the basic concern of accepting the Capital Apartments was the anticipation of high vacancy making the leasing of such units not feasible to the Lansing Housing Commission. The capital Apartments representative mentioned that the Housing Commission ought to practice what it preaches in regards to discriminatory practices in Lansing, in that it would be improper to avoid an area for public housing because of the presence of minority groups living there. The Commission replied that it was not the presence or lack of minority groups that concerned them, but that many applicants had indicated their unwillingness to accept housing units in the area. Such reluctance would have the affect of high vacancy which would reflect in economic infeasibility.

A representative of Capital Apartments indicated that of the 450 applicants for elderly housing surely there would be 30 of whom would have a need great enough to be willing to go into the central city and live in the Capital Apartments.

The Director pointed out that as the proposal is submitted that it was not economically feasible for the Lansing Housing Commission to enter into the lease with the owners Capital Apartments. At this point the owners of Capital Apartments indicated a willingness to sit down and discuss terms making sure that the program was economically feasible to the Lansing Housing Commission.

Some discussion was held regarding the second building which consists of 14 two bedroom, 2 one bedroom, and 1 efficiency. The Director was instructed to consider the economic feasibility of the second building in view of the fact that it would be easier to control the environment with two buildings instead of one.

Mr. McKenna of the State Housing Authority indicated that BILD was in the process of rehabilitating a six block area in the vicinity of Capital Apartments.

Mr. Riley, President, indicated that the proposal submitted by the owners of

Capital Apartments must be looked at from a business point of view. He stated that the proposal, at first glance, had his approval and the chance of problems arising in and around this building would be no greater than those encountered in many scattered sites. Coupled with this, Commissioner Riley emphasized the importance of the Housing Commission doing what it could to help to renovate the West Side.

It was agreed by the Commission that if the final proposal submitted by the owners of Capital Apartments was economically feasible that the Commission enter into a lease not to exceed one year. It was further emphasized that the attitude of the staff member showing Capital Apartments to prospective residents needed to have a positive emphasis.

MODERNIZATION PROGRAM

A resume of the steps taken regarding the Modernization Program scheduled for Mich. 58-7, LaRoy Froh, and Mich. 58-8 Scattered Sites was given.

1) Mr. Bob Koenig in charge of modernization program, Management Section, HUD, Detroit called to inform the Housing Commission that there were modernization moneys available for projects that were three years of age or older.

2) Mich. 58-7 and Mich. 58-8 are both over 3 years old and therefore qualify for modernization funding.

3) Mr. Thomas Jones of the Management Section of HUD in Detroit was contacted regarding modernization and he directed the housing office to include any and all items which need modernization, renovation or development into a letter directed to his office. This contact was made on January 23, 1972.

4) On January 26 a letter was sent to Mr. William Whitbeck area director, HUD outlining suggestions for a possible modernization program at Mich. 58-7 and Mich. 58-8. A cost estimate of \$299,290. was submitted to cover sundry items.

5) On February 3 Miss Elena Fisher and Robert Koenig, Management Section HUD, Detroit, visited the sites and discussed a possible modernization plan.

On February 3 Residents Council at Mich. 58-7 discussed the ideas of modernization. This gave the residents a chance of having some input into the program.

6) On March 24 a letter was received from Mr. Thomas Jones, Acting Director of Tenant Operations, informing the housing office that Mr. Louis Berra, Maintenance Engineer and Robert Koenig planned to be in Lansing on February 7 to discuss the specifics of the Modernization Program.

He requested, among other things, a site plan showing existing and proposed park-

ing, location of tot lots, central laundry facilities and proposed changes in the Community Building. The date was later changed to April 12, 1972.

7) On March 31 the Director and Mrs. Pat Winans, Community Services Coordinator, met with Mr. Charles Hayden and Mr. Ted Haskell of the Parks Department and Mr. Ray Guernsey, Director of the Planning Department to discuss the possibility of a Community Recreation Center to be developed in and adjacent to Risdale Park.

Councilman Brenke was briefly assessed of the ramifications of the above. Dennis Serge, Park Planner, was designated to work with Nobyn D'Haene, Architect to develop the preliminary site plan.

8) On March 31, Mrs. Pat Winans and Martha Scott, Community Service Aide, met with the officers of the Resident Council of LaRoy Froh to bring the residents up to date in regard to the Modernization Program and receive further input of ideas from them.

9) A meeting is planned for April 12, 1:30 p.m. to bring together the representatives from HUD, Model Cities Planning Dept., Recreation Dept. to further explore the feasibility of developing a child care center; a community recreation center and clinic and possible methods of funding.

The above meeting were exploratory in nature, including those with HUD. When it has been determined what HUD will allow in way of modernization and the potential funding from other sources the Director will call a meeting of the Housing Commission to give final direction to the modernization program within the choice HUD has given us.

Commissioner Sliker pointed out that the first priority in modernization program should be given to re-organization of the parking to allow certain residents to park closer to their units so that items such as groceries, etc. need not be carried such a long distance.

Commissioner Sliker further inquired of Pat Winans regarding the status of the three part time persons in the Social Services Department and the possibility of additional funding so that more persons could be hired to handle the large work load.

Mrs. Winans replied that we are unable to get funding from the same place. Her idea is to go to the city at the appropriate time and try to get the money from them on a permanent basis. She also stated she feels the city has the responsibility to serve all the people in public housing.

The President requested a motion to pass the following resolution to allow the Director, his Administrative Assistant and any Commissioner who is interested to attend the Housing Management Institute in Atlanta, Georgia on April 23 through

26 and Pat Winans to attend the 99th Annual Forum and Exposition of National Conference on Social Welfare in Chicago on May 28 through June 2, 1972.

RESOLUTION 247

Whereas, management, social service and funding techniques change periodically and

Whereas, the Department of Housing and Urban Development has encouraged Housing Commissioners and staff members of such commissions to attend institutes, seminars and other conferences to keep abreast with the changes in techniques and methods in dealing with the problems related to the building and management of units of Public Housing and problems related to the residents of Public Housing,

Therefore, Be It Now Resolved that the Lansing Housing Commission authorize and approve the expenditure of necessary funds for the Director and the administrative assistant and any interested Commissioner to attend the Housing Management Institute held under the auspices of National Association of Housing and Redevelopment officials in Atlanta, Georgia on April 23 through 26 and

Let It Be Further Resolved that the Community Services Coordinator be authorized and approved the expenditures necessary to attend the 99th Annual Forum and Exposition of National Conference on Social Welfare in Chicago on May 28 through June 2, 1972.

Motion was made by Commissioner Clapp, supported by Commissioner Bates to adopt Resolution No. 247 and upon Roll Call, the Ayes and Nays were as follows:

Ayes: Bates, Clapp, Riley.

Nays: None.

The President thereupon declared the motion carried.

President Riley suggested a letter be sent to the Mayor office or to the appropriate officials regarding the omission of the Housing Director's name on the Committee for the Annual Arrangements Program.

The meeting was adjourned.

OFFICIAL PROCEEDINGS OF THE PLANNING BOARD OF THE CITY OF LANSING

Proceedings, May 2, 1972

The meeting was called to order at 7:40 by Chairman Black.

ROLL CALL

Attending: Anderson, Barnhart, Black, Gaus, Horne, Pawlak, Remick.

Late: Fink (7:45).

Absent: None.

HEARINGS

Z-11-72 3307 West Holmes Road A-1 to DM-1

Robert Douglas, 3324 Glenbrook Drive, spoke in opposition. Because the ground to the rear of the property is low and will cause flooding, he does not feel there will be sufficient space, and he also asked for

a description of the building type. Mr. Douglas stated it would devalue his property.

Referred to the Zoning Committee.

Z-18-72 911 Bement Street C-2 to J

Jewel Silva, 910 Hickory Street spoke in opposition to the proposal. He lives across from the property and feels it will devalue his property. Mr. Silva stated further that the parking lot would only increase the noise and there is sufficient of that already. He also stated it was a poor section for such a use.

Referred to the Zoning Committee.

Z-19-72 South Cedar and Edgewood Drive A-1 to DM-1

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, May 2, 1972

The official meeting of the Lansing Housing Commission was called to order by the President, Commissioner James Riley.

The roll call of Commissioners was called and all were present.

Present: Commissioner Riley, Clapp, Bates, Blair and Sliker were in attendance.

Visitors in attendance were Mr. Pat Smith, Design Center of Model Cities, Mr. John Mayotte, architect assigned to the Model Cities Design Center, Mr. Henry Ness, Project Manager for the Housing Commission, Mrs. Pat Winans, Community Service Co-ordinator of the the Housing Commission and Mr. James Foulds of the Planning Department, City of Lansing.

President Riley departed from the official agenda of the Housing Commission meeting to hear presentations by Mr. Pat Smith regarding the building of Public Housing at Porter Park, a report by Henry Ness regarding the involvement of future residents of Forest Road and Aurelius-Hoyt projects in the determination of color selection and other items, and a report on the Modernization of Michigan 58-7 (LaRoy Froh) and Mich. 58-8 and 58-9, (Scattered Sites) by Mrs. Pat Winans.

Mr. Pat Smith of the Model Cities Design Center presented a proposal to the Housing Commission which would allow the building of Public Housing units on a site presently occupied by Porter Park. The Model Cities Center envisioned the use of Porter Park to build fifty-four townhouse units and forty-eight apartments on this twelve acre site. This plan according to the Model Cities Design Center would have a dual benefit to the city. First it would allow, according to Mr. John Mayotte, one of the few open space sites in Lansing to be utilized for much needed Public Housing and at the same time, the monies paid to the park board for Porter Park could be used to purchase from the Blue Ribbon Builders the Borrow Pit and surrounding acreage located north of Porter Park and generally south of Lake Lansing Road. This area consists of about forty acres, and has the potential of being developed into a beautiful park using a combination of available water, sand and green areas.

The Borrow Pit area can be purchased for approximately \$150,000.00. Commis-

sioner Blair pointed out that the basic philosophy of the Commission regarding the building of Public Housing units throughout the city has been to follow, in so far as possible, the principle of scatterization. Commissioner Clapp concurred that 102 units built on twelve acres would have a density much to high for the adequate management with Public Housing residents as tenants. It was further stated that the LaRoy Froh project and others like it with a ten to the acre density puts too many families with similar backgrounds into too small an area.

The Commission was not interested in developing Porter Park along the lines suggested by the Model Cities Design Center, but would be very interested in leasing ten percent of the units on such a project for low income families if such a project were developed for moderate income families by a developer. Commissioner Riley raised the question as to the availability of State funds to develop such housing projects. Mr. Pat Smith indicated that the Model Cities Design Center had not explored the various avenues available for such development, but instead, approached the Housing Commission first in this matter so as not to pass by a group interested in developing housing resources for low income families.

The second item of business taken up by the Commission was the report of Mr. Henry Ness, Project Manager for the Forest Road and Aurelius-Hoyt projects known as Michigan 58-12. These projects consists of two bedroom housing units located in the same general area. Mr. Ness, project manager, and Mrs. Pat Winans, Community Services Co-ordinator, are in the process of developing a Resident Council from prospective residents who are being assigned to the units. Mr. Ness reported that a meeting of some of the prospective residents was held last Thursday, April 27, 1972, to consider the color co-ordinating of the outside of the units with the interior. The paints used will have an oil base, but will be lead free to comply with HUD's directive on use of paints in Public Housing units.

According to the report given by the Project Manager, semi-gloss paints will be used in the bath and kitchen areas. Such paint is used in these areas to withstand the continuous washings necessary to keep such areas clean. According to the progress

report given, the Forest Road project has the brick laid, sidewalks and curbs are in the process of being installed, and painting is being stated in the ninth unit.

The Director mentioned that two more maintenance men would be needed to cover these units and those being turned over to the Housing Commission by the King-Holman Development Co. He further stated that extra maintenance help would be needed at Michigan 58-10 (South Washington Park) in order to free up the manager allowing him time to manage the Forest Road and Aurelius-Hoyt Projects.

MODERNIZATION

In response to information that modernization funds were available to modernize Michigan 58-7 (LaRoy Froh) and Michigan 58-8, and 58-9, (Scattered Sites) the director has responded by developing a Modernization plan for the above mentioned units. The program calls not only for upgrading of the physical plans but for certain changes in management as well. These two aspects of the program cannot be separated. Local authorities obtaining modernization funds will be expected to develop long and short-range programs in the following areas.

A. Modernization of the buildings and grounds. B. Involvement of the tenants in the plans and programs for the modernization of the project; changes in management policies and practices and expanded services and facilities. Expansion of community services program and community facilities where needed to meet the requirements of the program. C. Intensification of efforts to assist low income families to realize their potential in economic advances. D. To employ low income tenants on the projects whenever possible: In compliance with the above, the plan calls for renovation of the units in Mich. 58-7, (LaRoy Froh), landscaping of the grounds, installation of tot lots for the children, rearrangement of parking for the residents who are a long distance from the parking lot, re-vamping of the community building to allow programming in health, education, and recreational activities.

To follow up with the plan, the residents council met on Thursday, May 4, 1972, to consider any input that they had regarding the above mentioned services and renovation. The Community Services Co-ordinator emphasized the importance of involvement of the residents in the programs of Modernization to procure the needed funding to carry out the project. At the above mentioned meeting, one of the more serious considerations of the residents council was the parking problem.

The Community Services Co-ordinator and the Director met with Model Cities, City Planning Department and the Parks and Recreation Department to talk about the use of Risdale Park which is located directly back of the LaRoy Froh community

building. Mr. Hayden of the Parks and Recreation Department was of the opinion that the present renovation and programming being planned on the LaRoy Froh project would not in any way compete or be in conflict with the program being planned by the Parks Department on the Risdale Park site. It was his feeling that such programming on the Risdale Park site would not be forth-coming until five or six years in the future.

The Social Service Co-ordinator further pointed out that letters of commitment for providing services in the community center have been procured from several agencies. Among the agencies submitting commitments were Ingham County Health Department, Aid to the Disadvantaged, Department of Social Services, Board of Education, Boys Club, and others. Commissioner Sliker questioned the floor plan presented which showed the present community building and the prospective addition. In specific, she was concerned about the size of the clinic space and the possible need for more space. Another question that was brought up in the discussion of this preliminary sketch had reference to two entrances or a means of egress. Mr. John Mayotte, architect, who was familiar with the proposed site plan, assured the Commission that this fact had been taken into consideration.

Further than this, the Commissioners discussed the preliminary sketch of the renovation and some of the questioning centered around too many offices in relation to the total number of square feet in the building being offered for services. It was further stated by Commissioner Sliker and concurred in by other Commissioners that the building had to be kept entirely versatile if it was to be effective in supplying space for the different kinds of programming. Commissioner Riley stated that the plans should be re-submitted to the architects, so that some of the above objections could be removed.

The Community Service Co-ordinator stated that the residents were being directly involved in such items as the development of budgets, collection of rents, and hiring and training of employees from the project. Commissioner Sliker was concerned that the Commission should not make false promises to the residents which could not be kept. This statement had reference specifically to the involvement of the residents in the formulation of the budget and the providing of funds necessary to carry out the plans that the line items in the budget reflect.

It was the Consensus of the Commission that in the final analysis the budgeting of various line items depended largely upon HUD and the availability of funds. Commissioner Clapp emphasized that the Residents Council ought to be encouraged to participate and have input into the programming, but with the understanding that in the final analysis, there are other areas of authority who dictate certain policies.

AD HOC COMMITTEE

The above mentioned committee—formulated to carry out assisting the Director in the development of the Michigan 58-13 project—had no business to report. The next meeting of this committee will be called by the chairman, Commissioner James Blair when such a meeting is needed.

COMMUNICATIONS

One letter was received from the Greater Lansing Legal Aide Bureau, Inc. from the executive director, Carl H. Kaplan who reports that he is pleased with the operation of the new lease and grievance procedure. He suggests that when the Grievance Panel is in deliberation, it should retire to a private room and not be influenced by attorneys and/or representatives from the Housing Office.

A further communication was received from Thomas B. Jones, Acting Chief of Housing Program, Management Branch of HUD, which suggested two items to the Commission. 1. The necessity of revising the occupancy and admission policies including the possible updated revision of income limits for initial and continued occupancy. 2. Commitment to the principle of that operating budget be used as a management tool with care taken to insure that it accurately reflects operational needs for the following year. The communication from Mr. Jones is similar to those reported to the Commission in the letter of April 28, 1972, which reflect the interpretation of HUD as given at the Atlanta Nahr Institute on management and funding. The letter referred to above mentioned the need of re-evaluation of tenant selection practices based upon a balanced community concept. Such a concept would allow the Commission to determine the total economic needs of the Housing Office operation and the number of residents needed at a certain rental level to balance the budget as nearly as possible.

Other areas of concern were: (1) Consideration of raising the income limits where feasible to get a broader selection of families from the total social economic spectrum. (2) The necessity of evaluating all managerial function on a cost effective basis. (3) That Public Housing should not necessarily be housing of the "last resort." The reason for HUD's change of basic philosophy came as a result of the Brooke Amendment which requires that a family cannot pay more than 25 percent of his total income for rent.

It was further stated in the same letter that the 25 percent statutory limitation applies now to recipients of social service and likely would affect the total operations budget adversely in the Housing Office by a Deficit of \$169,193.00 a year. Such deficits will covered by subsidies for operations from HUD. The Housing Office expects a deficit of \$169,193.00 in the coming year as a result of the above.

Commissioner Clapp suggested that the reason for HUD's request for higher income limits may be to get families from the upper levels which have more social and economic stability.

DIRECTOR'S REPORT

Commissioner Sliker asked the Director if he had had any experience with "sweat equity", as it is presently being implemented through the Flint Housing Commission. Apparently sweat equity involves the residents of housing in cleaning up of units that they will occupy. Such residents are given rental grants for work done. The Director assured the Commission that perhaps something could be worked out at Reo Road in the Modernization program to implement sweat equity.

MICH. 58-1 Leased Housing

One vacant unit and two boarded up. 605 Lenawee and 624 Park Place have been returned to the Lansing Board Rental. 912 W. Lenawee is about to be returned to the Lansing Board Rental Corporation.

MICH. 58-2 Mt. Vernon Park

Two vacant units, neither are ready for occupancy.

MICH. 58-3 Hildebrandt Park

Two vacant units with both of them assigned.

MICH. 58-4 Acquisition

No vacancies.

MICH. 58-5 54 units of housing presently being built by Geert D. Mulder & Sons

One vacant unit.

MICH. 58-6 Oliver Tower Apartments

No vacancies.

MICH. 58-7 LaRoy Froh

One assigned and four units not ready. One of the above units is vacant as a result of a fire.

MICH. 58-8 Scattered Sites

One vacant unit that is assigned and one unit not ready.

MICH. 58-9 Homebuyers

One vacant unit that is assigned and one unit not ready.

MICH. 5810 South Washington Park

No vacancies.

MICH. 58-11 48 units of scattered sites and 2-family units being built by King-Holman.

One vacant unit that is tentatively assigned.

MICH 58-12 58 Units of Multi-Housing to be built by Mateer Development.

Work is progressing on the units at Forest Road and Aurelius-Hoyt projects. Some families have already met with Mr. Ness to give consideration to some input into the finalization of the units of these projects.

The Director and staff are attempting to evaluate ways and means of staffing the maintenance personnel for these two projects. At the present time, we think it is advisable to assign Mr. Ness to be the project manager of Forest Road and Aurelius-Hoyt. A II-B maintenance man classification should be established to take care of the lawns and snow removal at these two projects. We expect that the person assigned will have some time left to help Mr. Ness with maintenance on Michigan 58-10, South Washington Park. If this is the case, Mr. Ness will be freed up from his personal involvement of the maintenance portion of Michigan 58-10 workload.

As you know, Mr. Ness and Mr. Donaldson were classified as building engineers. However, they must spend a portion of their time in actual working on the maintenance function. We are also suggesting that a maintenance man III be hired whose functions would be to cover not only Forest Road and Aurelius-Hoyt projects but also Michigan 58-11 which consists of 48 units of scattered site housing. This maintenance man III would work under Mr. Six and would follow the pattern that has been developed in other projects.

At the present time, the staff is giving consideration to the necessity of building either a garage or two sheds on the two projects involved in Michigan 58-12. If a garage is built, perhaps it will be large enough to take care of a vehicle plus grass cutting and snow blowing equipment for the two projects.

MICH. 58-13 100 units of Turnkey Leasing

Miss Jean Myers, the new production representative for the Lansing area informed the Housing Office that congressional approval was given to Michigan 58-13; and presently Mr. Ray DeSantis, Bond Counselor, is preparing the amendatory documents in preparation to receiving an ACC.

LENAWEE APARTMENTS

The Director stated that in regards to

the Lenawee Apartments, the following report, submitted in the letter of April 28, 1972, was complete except for the deletion of handrails which must be added to the list of items to be completed by the owners in preparation of these units for senior citizen housing.

The following items were suggested and agreed to in principle, but the final selection of these units would need the official approval of the Housing Commission. The staff suggested the following:

1. All units in the building must be completely redecorated.
2. All equipment must be put into adequate working order.
3. All locks must be changed and mastered.
4. The leaks in the roof must be repaired or a new roof installed to insure that there will be no roof maintenance problem in the immediate future.
5. Rooms in the basement would need to be prepared for a laundry. Washers and dryers are to be furnished by the owners.
6. All stoves and refrigerators are to be furnished by the owners.
7. Adequate flood lights must be installed around the building.
8. An eight foot fence must be installed some twelve feet from the building with adequate landscaping next to the fence to give the effect of a garden spot. The purpose of the fence has two functions. One is to keep children away from the apartment windows that are partially beneath grade; and the other function would be to give some green area around the building to make it a little more homey.
9. The present electronic public address system will be converted to allow a bell in the unit to be controlled from the front of the building, and along with this the caller could talk to the resident. The resident would then be required to walk down to the front door to admit a visitor.
10. An emergency alarm system would be installed so that a resident in trouble could pull the switch, setting off a buzzer in the hall with a light over the door turning on to indicate the person in distress.
11. The owners of Lenawee Apartments agreed to furnish one apartment for a resident caretaker whose function would be to answer any calls or distress as to inoperative equipment, lack of heat, or other kinds of needs.
12. The yards will be completely landscaped wherever possible. A dumpster

would have to be provided at the back of the property to receive refuse. Such a dumpster would necessarily have to be placed inside the fence making it necessary to have a locked gate which could be unlocked for the purpose of emptying the dumpster.

The Director recommended that the Commission visit this apartment building prior to entering into an agreement with the owners.

Commissioner Clapp inquired as to when the whole Commission could see the units presently being built at Forest Road and Aurelius-Hoyt, Michigan 58-12. It is anticipated that the units could be viewed within a matter of weeks in that work is progressing rather well on them.

The Director stated that a letter had been sent to HUD requesting that some of the allocation for unused three and four bedroom units in our leased housing program be transferred to one bedroom units in preparation to the leasing of the Lenawee Apartments.

Commissioner Clapp asked the status of the proposed budget for the next fiscal year. The Director reported that it was about ready to be submitted for the Commission's consideration.

A motion that the meeting be adjourned was made by President Riley. Commissioner Bates supported it. The meeting was adjourned.

OFFICIAL PROCEEDINGS OF THE URBAN REDEVELOPMENT BOARD OF THE CITY OF LANSING

Proceedings, May 23, 1972

The meeting was called to order by Dr. Griffin at 8:30 p.m.

ROLL CALL

Present: Miss Egbert, Messrs. Bunting, Griffin, Jessop and Shaw.

Excused Absences: Messrs. Jaynes and Rosa.

Guest in Attendance: Glenn Hilley; Douglas McKinstry, Program Coordinator, LCC; Charles Anderson, Model Cities Liaison Representative Bruce King, Special Assistant City Attorney; Ronald Stonehouse, Donna Collins, Thomas Freeman, Arthur Richardson and Sam Clay, Redevelopment Department.

A motion was made by Mr. Shaw to approve the Redevelopment Board Minutes of April 25, 1972, as mailed.

Supported by Mr. Jessop.

Motion carried unanimously.

REPORT OF COMMITTEE

None.

REPORT OF OFFICERS

Presentation—Certificate of Appreciation to Mr. Glenn Hilley.

Dr. Griffin presented a certificate of appreciation to Mr. Glenn Hilley for his devoted service as a member of the Urban Redevelopment Board for the past eight years.

REPORT OF DIRECTOR

- a. Report on Site Improvements, Project No. 1, Mich. R-87

Storm Sewer Contract, Sidewalk and Alley Contract and Washington Square Mall Contract—Project No. 1, Mich. R-87.

Mr. Zimmerman reported on the status of the following Site Improvements, Project No. 1, Mich. R-87.

Storm Sewer Construction (Phase III)—The contract has been awarded to Ken Roberts Construction. The total cost of the construction is \$264,439. This cost factor includes a contingency item for preparation of plans, inspection cost during construction, etc. This is a 90-day contract and work has been under way for approximately 30 days (as of the date of this meeting).

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Special Meeting, May 11, 1972

A special meeting of the Lansing Housing Commission was called to consider the modernization program for Michigan 58-7, 58-8, and 58-9.

Those present: President Riley, Commissioner Clapp, Commissioner Sliker, and Commissioner Bates.

Those absent: Commissioner Blair.

The special meeting was called to order by President Riley to consider the modernization program for Michigan 58-7, 58-8, and 58-9.

Materials were handed out to the Commissioners which included: a resolution, a statement of commitment, a program budget, a budget summary, the budget, the operating budget, and Addendum No. 1, preliminary layout of the proposed addition and renovation of the community building at LaRoy Froh; Addendum No. 2, a list of agencies who have committed themselves to programming; Addendum No. 3, petitions signed by the residents of La Roy Froh requesting the modernization program; Addendum No. 4, a preliminary layout of the proposed change in parking for some 30 families at LaRoy Froh; Addendum No. 5, de-centralization of tenant accounting system component; and Addendum No. 6, letters of commitment from various agencies within the city.

A discussion was held on the preliminary proposed layout of the addition and modification of the community building. Commissioner Sliker and other Commissioners, were concerned that there was too much space designated to office space in relation to the square footage designated for social and other purposes.

Mr. Nobyn D'Haene, architect, stated that part of the difficulty of developing a

workable layout for the LaRoy Froh Community Building was that it had to be attached to a present building with a specific kind of architecture. Commissioner Riley stated that two of the Commissioners had met with the Community Services Coordinator to consider the layout and some of the difficulty with it. Commissioner Sliker reported that she had not been called for such a meeting. The Director informed the Commission that he had called President Riley to ask if it were possible for Commissioner Clapp to talk with the Community Service Co-ordinator because of his background and experience with the State Board of Education.

The Director further stated that the present layout was in no way a final document; that this layout would change as it was perfected, and the Commission would have opportunity to have an input into the architectural design of the preliminary and final proposed layout.

It was discovered that there was mathematical error in work item No. 12 of the Budget which was inadvertently reported at \$63,000 when the correct figure was supposed to have been \$27,000.

Resolution No. 248 was presented to the Commission for passage, but it was not acceptable as written and the Commission directed Commissioner Sliker to re-write the fourth paragraph with the total amount being \$404,971.00.

The Director was instructed to hand carry the modernization program application to the HUD Area Office on Friday, May 12, 1972.

A motion that the meeting be adjourned was made by Commissioner Bates, Commissioner Clapp supported it. The meeting was adjourned.

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, May 18, 1972

Those present: Commissioners James Riley, Wilfred Clapp, James Blair, Shirley Sliker.

Those absent: Commissioner Edwin Bates.

Visitors: Mr. Jim Foulds, Planning Department, City of Lansing.

A motion was made by Commissioner James Blair that the minutes of the regular meeting of the Lansing Housing Commission of May 2, 1972, be approved as amended. The motion was supported by Commissioner Clapp.

A motion was made by Commissioner Sliker that the minutes of the Special Meeting of the Lansing Housing Commission of May 11, 1972, be approved as amended. Commissioner Blair supported the motion.

There were no communications to report.

DIRECTOR'S REPORT

MICHIGAN 58-1 Leased Housing

Ten units are being returned to the Lansing Board Rental Corporation at their request as the lease on these units expires on June 30, 1972.

605 W. Lenawee	6327 Hilliard
624 Park Place	906 Drury Lane
912 W. Lenawee	508 Leshar Place
1024 North Larch	1228 East Main
301 South Francis	928 Nipp

Michigan 58-2 Mt. Vernon Park

Three vacant units with one unit assigned.

Michigan 58-3 Hildebrandt Park

One vacant unit.

Michigan 58-4 Acquisition

No vacancies.

Michigan 58-5 54 units of housing presently being built by Geert D. Mulder & Sons

One vacant unit with one assigned. The lot split on Somerset Road is being presented to the City Council Monday night, May 22, 1972. It has already been approved by the Planning Board. Mr. Tom Mulder, of Geert D. Mulder & Sons, who is building 54 units in Mich. 58-5 will be asked whether cape cod or ranch type houses will be built on these lots. The Commission was indicating its unwillingness to build a ranch type housing unit on lots of this dimension.

Michigan 58-6 Oliver Towers

One vacant unit not ready.

Michigan 58-7 LaRoy Froh

Six vacant units. Two not ready and two ready and assigned.

Michigan 58-8 Homebuyers

One vacant unit that is assigned.

Michigan 58-10 South Washington Park

One vacant unit and one re-assigned.

Michigan 58-11 48 units of scattered sites and 2-family units being built by King-Holman

One vacant unit, ready for occupancy.

Michigan 58-12 58 units of multi-housing by Mateer Development.

Work is progressing on the units at Forest Road and Aurelius-Hoyt projects. Mr. Ness is meeting with prospective residents, and has been processing applications for two bedroom units. Such processing requires examining many applications before applications are found who can move

to the Forest Road and Aurelius-Hoyt area because of lack of transportation.

Michigan 58-13 100 Units of Turnkey Leasing

A letter was sent out at the direction of the Ad Hoc Committee to prospective developers. The purpose of the letter was to determine the interest of the developers in leasing at least 10% of their housing units to the Lansing Housing Commission to house low income families. A resolution to amend the Annual Contributions Contract is being sent to the City Council for processing. This amendatory will allow the Housing Commission \$186,469.00 subsidy to operate this Turnkey Leasing Program.

GENERAL TOPICS

A report will be submitted to the Commission within two weeks revising the Regulation Admission Policies of the Lansing Housing Commission. The above-mentioned report was initiated by the recommendation of a HUD official. Mr. Martin Wisecup of Tenant Operations made the following recommendations in an effort to update our regulations and admission policies.

1. Raise the income limits to correspond to the increase of personal income since 1965.

2. Raise the amount of assets for elderly families from \$8,000 to \$10,000.

3. All rent schedules should be eliminated except the one which appears in the secretary's "New Definition of Income", found in HM7465.10.

4. Eligibility for continued occupancy should be revised to incorporate the amount of assets for elderly families not to exceed \$15,000 and non-elderly families not to exceed \$7,000.

5. The definition of income should be changed to reflect the guidelines in HM-6465.10.

Mr. Martin Wisecup also suggested that the admission policies should reflect a cross-section of eligible families based upon the economic need of the commission. To expedite the establishing of a cross-section residency, a study of the economic need would be made and transmitted into a percentage table.

An example could be that in order for the Commission to remain solvent the income limits may need to be raised by perhaps \$800 and the cross section rental need based upon the economical need of the Commission could be as follows:

Income needs—\$750,000.00 per year.

1,000 residents times \$750.00 per year equals the income needed.

\$750.00 per year divided by 12 equals \$62.50—average rental.

50% of the residents would need to pay at least \$62.50 a month.

25% of the residents would need to pay at least \$31.25 a month.

25% of the residents would need to pay at least \$93.75 a month.

250 residents would pay \$31.25 a month.

500 residents would pay \$62.50 a month.

250 residents would pay \$93.75 a month.

\$31.25 per month times 12 equals \$375.00
per year times 250 equals \$93,750.00.

\$62.50 per month times 12 equals \$750.00
per year times 500 equal \$375,000.00.

\$93.75 per month times 12 equals \$1,125.00
per year times 250 equal \$281,250.00.

Total \$749,875.00

HUD recommends that the Commission set up categories of applicants based upon their economic ability to pay. In such categories applicants would be chosen on a first-come-first-served basis, in line with the date and hour that the application was received. If such a policy were instituted, an applicant would be chosen in part upon his ability to fit into the structure based upon economic needs of the Commission and not upon the housing needs of the applicant.

The director further stated that HUD has indicated that it cannot afford to provide the Housing for the poor unless it has a certain percentage of people from the upper income limits. The percentage of families from the upper income limits will help to subsidize the loss incurred from the families of the low income limits. Members of the Commission indicated that the new recommendations from HUD regarding cross section of families, found on circular HM7465.12, based upon income levels was in conflict with the present policy of the Housing Commission. It was further stated that Commissioner Sliker would write a resolution to be presented in a future Commission meeting in which opposition to the suggested policy of HUD would be presented.

The Director reported to the Commission the following information:

On two occasions the Director met with the project managers in order to consider a change in their classification which would reflect their workload and responsibilities. At the last meeting with the project managers, it was decided that the personnel Committee would be approached with the suggestion that the IV-B classification of project managers be raised to a V. Further than this a study of the job structure of the employees of the Housing Commission would be made during the coming fiscal

year, in order to be in a position to make realistic recommendations for salary to be placed in the 1973-74 budget.

REPORT OF THE COMMITTEE

No committee reports were given. Commissioner James Blair, Chairman of the Ad Hoc Committee for the development of Michigan 58-13, indicated that a meeting would be called soon.

NEW BUSINESS

Operating budget, HUD form No. 52564 for the year ending June 30, 1973, was presented to the Commission by the Director. Several questions were raised by the Commission regarding the budget. One question had reference to the Head Start units which are not included in the number of dwelling units reported. The Director was requested to ask the accountant where the finances of such units were recorded.

The Commission approved the operating budget which will be sent to HUD for its modifications.

Another matter regarding the operating budget was brought up by Commissioner Sliker relative to the Personnel Committee's recommendation that the Director be given a raise based upon his years of service instead of merit increment.

A motion was made by Commissioner Clapp and supported by President Riley to approve Resolution No. 249 which approves the operating budget for the fiscal year ending June 30, 1973. The resolution reads as follows:

LANSING HOUSING COMMISSION

RESOLUTION No. 249

May 16, 1972

Whereas, The Department Of Housing and Urban Development requests each local Housing Commission to prepare a budget covering the activities and expenditures of the next fiscal year, and

Whereas, such a budget has been prepared by the Lansing Housing Office for projects Michigan 58-1, 2, 3, 4, 5, 6, 7, 8, 10, 11, and 12, and

Whereas, such budget must be approved by the local Housing Commission before sending such budgets to the Area office for Department of Housing and Urban Development's modification and

Therefore Let It Be Resolved that the operating budget herein submitted to the Housing Commission for the fiscal year ending June 30, 1973, be approved.

A motion was made by Commissioner Blair and supported by Commissioner Clapp

that Resolution No. 250, which amends the Annual Contributions Contract to include Michigan 58-13 which consists of 100 units of Turnkey Leasing, approved with the total maximum subsidy of \$186,469.00 The Resolution reads as follows:

LANSING HOUSING COMMISSION

RESOLUTION No. 250

May 16, 1972

Whereas, The Lansing Housing Commission has approved the sending of an application to the Area Office of the Department of Housing and Urban Development for 100 units of Turnkey Leasing, and

Whereas, such units must be funded by the amending of the present Annual Contributions Contract which exists between the City of Lansing, and the Department of Housing and Urban Development by and through the Lansing Housing Commission; therefore.

Let It Be Resolved that an amendment to the Annual Contributions Contract No. C-3007, which includes projects 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, and 12 be amended to include Michigan 58-13 which consists of 100 units of Turnkey Leasing Housing at a maximum basic Annual Contributions of \$186,469.00 per year.

A motion was made by Commissioner Blair and supported by Commissioner Clapp that resolution No. 251 which provides funds of \$404,971.00 to finance a modernization program for Michigan 58-7 and 58-8 and 58-9. Such a program would involve the improvement of management techniques, the providing of social services to the residents, the modernization of the Community Building in Michigan 58-7, and to the units in Mich. 58-8 and 9.

Resolution No. 251 reads as follows:

LANSING HOUSING COMMISSION

RESOLUTION NO. 251

May 23, 1972

Whereas, Michigan 58-7, LaRoy Froh project and Michigan 58-8 and Michigan 58-9, Scattered site Housing, are approximately four years old, and

Whereas, there are certain architectural and engineering improvements that are needed to improve the quality of life for the residents of the above mentioned units, and,

Whereas, the Department of Housing and Urban Development provides funding for the up-grading and modernization of Public Housing, and

Whereas, Resolution No. 248 shall be substituted and corrected by Resolution No. 251 to read as follows, and

Therefore Let It Be Resolved that the Lansing Housing Commission requests from the Department of Housing and Urban Development, the amount of \$404,971.00 as itemized in the Modernization Program Budget dated May 11, 1972.

Let It Further Be Resolved that the Lansing Housing Commission affirms the commitment to the management improvement

program and to the social goals as stated herein.

A motion was made by Commissioner Clapp and supported by Commissioner Sliker that the job classification level for project managers be raised from a IV-B to a V for the coming fiscal year.

The meeting was adjourned by the motion from Commissioner Blair and supported by Commissioner Clapp. Meeting was adjourned

OFFICIAL PROCEEDINGS OF THE PLANNING BOARD OF THE CITY OF LANSING

Proceedings, May 16, 1972

The meeting was called to order at 7:40 by Chairman Black.

ROLL CALL

Attending: Anderson, Barnhart, Black, Fink, Gaus, Horne, Pawlak, Remick.

Absent: None.

HEARINGS

Z-23-72 1908 East Michigan J to F

Don J. Berger, the petitioner, stated that the parcel consisted of three lots, two of which are zoned "F" commercial, one "J" parking which faces Regent. They propose to use the loading dock for handling of heavy equipment which is not now possible. It will be an enclosed area which he feels will be an improvement to the site.

Mr. Barnhart asked if Mr. Berger understood the "J" parking stipulation in the staff recommendation.

After Mr. Berger stated that he did not, Mr. Fountain of the Planning Staff explained that the lot presently being used for parking is recommended to be rezoned to "J" parking to insure sufficient parking spaces are retained.

Mr. Berger asked if this meant dividing one of the lots in half for the parking. He stated that this would be no real cause for concern.

Mr. Barnhart asked if Mr. Berger understood that he would not be able to build on the "J" parking zone.

Mr. Berger agreed to the stipulation.

Fred Mitchell who lives directly behind the site spoke also for his neighbor, Mr. Bowers of 116 South Clemens, concerning a large tree that would be at the edge of the site. They are wondering if the tree can be retained. Also they are concerned about the water that drains from the hard surface into Mr. Bower's yard.

Mr. Berger said his immediate reaction is that if the tree is on their property it will probably come out. In regard to the drainage, he would think that the drainage would be lessened, because to put in the loading dock they will be also putting in drains for them.

He further stated that he could not be sure of this without an engineer's opinion.

Referred to the Zoning Committee.

Z-24-72 1025 North Washington E to D-1

Ted Levey, 4239 West Willow, the petitioner was present to answer questions concerning his petition.

Chairman Black reiterated the Board's questions to the staff concerning sufficient parking space.

Semi Public Housing .

In regard to a handout to the Board members of governmental subsidized housing, Mr. Barnhart asked if there could not be a more specific breakdown according to wards.

Mr. Fountain and Mr. Foulds explained the hesitancy of the Housing Authority to release this information.

Considerable discussion followed regarding the Board's need to know land use within Lansing to be able to attain more balanced development as zoning continues in the city.

Motion by Remick, seconded by Anderson that the staff be directed to explore the

feasibility of requesting that sub-divisions be racially, socially and economically mixed.

Motion carried by unanimous vote.

Mr. Foulds pointed out that a letter in that direction had been sent to the Lansing developers within the past two weeks asking if they would be amenable to including a certain percentage of public housing sites in each development.

Adjourned: 9:40 P.M.

RAYMOND C. GUERNSEY,
Secretary,
Lansing Planning Board,

OFFICIAL PROCEEDINGS OF THE HOUSING COMMISSION OF THE CITY OF LANSING

Proceedings, June 6, 1972

The regular meeting of the Lansing Housing Commission was called to order by its President, Mr. James Riley.

Those present: Commissioners James Riley, Wilfred Clapp, Edwin Bates and Shirley Sliker.

Those absent: Commissioner James Blair.

Visitors: Mr. Robert Ross and Mr. Turney Gratz, from BILD Corporation.

A motion was made by Commission Bates that the minutes of the regular meeting of the Lansing Housing Commission of May 18, be approved as amended. The motion was supported by President Riley.

The vote was unanimous.

President Riley announced that the Commission would depart from its regular business to hear the report of the BILD Corporation.

The BILD Corporation is financed through Model Cities. It has a number of services that it performs, but it primarily develops and rehabilitates houses. Its primary objective is to alleviate substandard

housing in the City of Lansing. For the benefit of the Commission, Mr. Ross passed around before and after pictures of some of the units that his corporation has rehabilitated.

The BILD Corporation has purchased certain housing units throughout the City of Lansing and has renovated them in preparation for sale. Presently the BILD corporation is giving consideration to renovating an eight block area bound by Pine, Butler, Kalamazoo, and St. Joseph streets. This renovation would upgrade certain owner-occupied units. Certain units in this area would need to be condemned.

The BILD Corporation gave the following statistics as documentation for choosing this particular area for rehabilitation. This area is about 17% owner-occupied and a vacancy rate of about 18% in general. It is a predominately single family home area and would lend itself to the general rehabilitating of existing individual units and the construction of some multi-housing units.

Commissioner Clapp was concerned at the point of tearing down existing homes when a housing shortage exists in the community. Mr. Gratz, of the BILD Corporation reported that this rehabilitation plan would leave 47% of the existing structures in the area. A close cooperation between the owner-occupant and BILD Cor-

poration would be maintaining in order to provide loans and grants and expertise to upgrade these units.

It was further stated that the BILD Corporation would attempt to provide units for the families whose houses were being rehabilitated until such time that such rehabilitation was completed.

Mr. Ross emphasized the advantage of BILD Corporation expediting the renovation and rehabilitation of this area as over against the establishment of an Urban Renewal district.

The Commission considered the total report of the BILD Corporation which included the rehabilitation of the nine-block area aforementioned and expressed a willingness to co-operate in an area of mutual concern.

COMMUNICATION

The letter from Mr. Ben Wisniewski, Housing Supervisor, Flint Housing Commission, was received by the Commission. This communication came as a result of a telephone conversation held between Mr. Wisniewski and the Director. A joint meeting of officers from Housing Commissions from Bay City, Flint, Lansing, Pontiac and Saginaw has been set up. The meeting is to be held in Flint at the Sarvis Food Center on June 23, 1972 from 5:45 to 9:30 p.m. The purpose of this meeting would be to discuss the work of the Commissions and to compare notes as to how problems relating to building and managing public housing units are to be solved. A motion was made by Commissioner Bates and supported by Commissioner Clapp that the Lansing Housing Commission cooperate in this meeting. Motion was passed unanimously.

Commissioner Sliker wished to commend Mr. Ben Wisniewski for his work in the setting up of these meetings. The director was requested to send a letter expressing the sentiments of the Commission in this regard.

The letter was received from Mr. Thomas B. Mulder, President of Geert D. Mulder & Sons, Inc. which requests the Commission to accept the two lots on Sommerset as Public Housing Sites. Commissioner Sliker made a motion and Commissioner Bates supported that motion that the requests of Mr. Mulder to build a four bedroom and a five bedroom house on the lots located on 6519 and 6523 Sommerset be approved, on the recommendation of the Director. The vote was unanimous.

A letter was received from Mr. Daniel Bodwin, Personnel Director, City of Lansing with reference to the change classification of the project managers from a IVB to a V. Mr. Bodwin informed the Housing Director that because of the freeze

on wages by the Wage Stabilization Board, classifications could not be changed at the present time.

DIRECTOR'S REPORT

Due to the fact that Mrs. Hermelinda Hurtado, Assignment Director, has recently resigned, the records were not complete and therefore the vacancy reported was not presented.

Michigan 58-1 Lease Housing:

The Lansing Board Rental Corporation has submitted to the Lansing Housing Office a willingness to release the Housing Commission from all repairs and/or renovations necessary to bring the units up to the condition that they were leased in, wear and tear accepted, for the total amount of \$12,195.81. The Housing Office analyzed very carefully each of the units and recommends that the Housing Commission pay \$12,195.81 in lieu of making the necessary repairs on the units. To date \$4,195.81 has been expended toward the renovating and repairing of the 21 units mentioned herein. Therefore the Director recommends that \$8,000.00 be paid to the Lansing Board Rental Corporation in lieu of the remaining repairs.

The Lansing Board Rental Corporation is in the process of dissolving its interests. A Mr. Dwayne Watkins has shown a willingness to lease to the Lansing Housing Commission certain units of housing. The following units have public housing residents in them at the present time:

1188 N. Penn.	1220 W. Hillsdale
1523 Downey	921 N. Penn.
1011 Raider	1024 N. Larch
1336 Roosevelt	809 N. Larch

Mr. Watkins is willing to continue on a month to month basis with the same rental arrangement that the Housing Commission had with the Lansing Board Rental Corporation on the above units.

The Commission was given a copy of the agreement between the Lansing Board Rental and the Lansing Housing Commission which would release the Lansing Housing Commission from all legal requirements included in the master lease which expires June 30, 1972.

The following is a copy of the above mentioned agreement:

Whereas, the Lansing Housing Commission and the Lansing Board Rental Corporation entered into a five year lease for some 21 units of housing as recorded below, and

Whereas, the lease aforementioned expires on June 30, 1972, and

Whereas, the original lease stated that the units should be returned in as good a condition as when leased, normal wear and tear accepted, and

Whereas, the above mentioned units were carefully checked by our maintenance superintendent who received bids from various sub-contractors and determined that the amount necessary to renovate and repair above mentioned units and put the same into as good a condition as when leased five years ago would be approximately \$12,-195.81, and

Whereas, the Lansing Housing Commission has already expended \$4,195.81 in making the above mentioned renovations and repairs to the aforementioned units, and

Whereas, the Housing Commission estimated some \$8,000 would be necessary to complete all the renovation and repairs to the aforementioned units, and

Whereas, the Lansing Board Rental Corporation is willing to release the above mentioned units from the original lease and accept \$8,000 in lieu of the remaining repairs, and

Whereas, the Lansing Housing Office concurred in the offer, therefore

Let It Be Resolved that the 21 units of housing mentioned below be returned to the Lansing Board Rental Corporation, and

Let It Further Be Resolved, that the Lansing Housing Office and the Lansing Housing Commission be released from all other leases and incumbrances attached to the above mentioned units, now and in the future, as a result of the above transaction, and

Let It Further Be Resolved that a check of \$8,000 will be sent to the Lansing Board Rental Corporation to conclude and to seal the above mentioned transaction.

928 Nipp	1024 N. Larch
1138 N. Pennsylvania	809 North Larch
1326 Roosevelt	1811 West Main
508 Leshar Place	912 W. Lenawee
6327 Hilliard	1340 Roosevelt
1523 Downey	1542 Roosevelt
1011 Raider	906 Drury Lane
301 S. Francis	1918 New York
921 N. Pennsylvania	1336 Roosevelt
1026 N. Larch	1220 W. Hillsdale
1228 East Main	

The Lansing Housing Commission concurred with the expediting of this agreement. The expenditures necessary to consummate the agreement with the Lansing

Board Rental Corporation had been funded in the forward funding process and therefore did not need official approval.

Lenawee Apartments

The application sent to Detroit to lease the Lenawee Apartments was not acceptable because of the \$4. per unit per month deficit. The Director had indicated the need to use the \$10 per month normally available for elderly families to make up the deficit aforementioned.

The Housing Office in Detroit indicated that there were no funds left to grant this subsidy. Miss Jean Myers, Production Manager from HUD recommended that we lower the number of units in the leased housing program. The affect of this procedure would allow the original \$95,000 subsidy to be spent over fewer units, hence allowing a higher subsidy per unit.

Michigan 58-2 Mount Vernon Park
Five vacant units.

Michigan 58-3 Hildebrandt Park
Five vacant units.

Michigan 58-4 Acquisition
One vacant unit.

Michigan 58-5 54 units of housing presently being built by Mulder & Sons
One vacant unit.

Michigan 58-6 Oliver Towers
One vacant unit.

Michigan 58-7 LaRoy Froh
Five vacant units.

Michigan 58-8 Scattered Sites
No vacant units.

Michigan 58-9 Homebuyers
Two vacant units.

Michigan 58-10 South Washington Park
No vacant units.

Michigan 58-11 48 units of scattered site housing being built by King-Holman.

One vacant unit—two units to be turned over in a few weeks.

Michigan 58-12 58 units of multi housing to be built by Mateer Development.

Work is progressing on the above mentioned units. No further information to be added since the last report other than the above. Phase I of this project is to be completed on June 12, 1972, and Phase II is to be completed on July 12, 1972.

Income Limits

The question of income limits was brought up by the Director. He recommended the approval of the higher income

limit stated that Mr. Martin Wisecup, from Management and Operations Branch of HUD had asked him to do so.

Discussion revealed that income limits for the elderly could be separated from the family. However, the Director did not recommend that this process be followed in that all of the income limits needed to be raised. The Director pointed out other areas of change in the regulation establishing admission policies of the Lansing Housing Commission. He recommended the following:

1. Assets presently at \$8,000 should be changed to \$10,000 for elderly families. Assets for families, presently at \$5,000 should remain the same.
2. In compliance with HUD directive, circular HM7465.12,

... "The Lansing Housing Commission also reserves the right to select prospective tenants in accordance with a grade rent system which provides ranges of specified rents that will be necessary to achieve, maintain or improve the solvency of this operation and to insure as is possible serving a representative cross-section of low income families in its locality." By way of explanation, this means that when a vacancy occurs than the Lansing Housing Commission can institute a kind of selection based upon percentage which are based upon economic needs. The director suggests that once each year we analyze our total rental and income; and work out some kind of increase where we can break even economically.

The question was asked by the Commission if subsidies would continue to be forthcoming to the Lansing Housing Commission if the Commission failed to approve the higher income limits. The Director assured the Commission that subsidies would continue to be forthcoming, however, HUD will put increasing pressure upon all Housing Commissions to do everything it can on the local level to make the local projects economically feasible.

The Commission was given a hearing panel decision on the case of Ludwig and Vickie Hannah vs. the Lansing Housing Office, and the case of Bonnie Tygeson vs.

the Lansing Housing Office. The case of Ludwig and Vickie Hannah vs. the Housing Office came about as a result of Mr. Hannah being hired as a IIB maintenance man at the Mt. Vernon project. Mr. Hannah did not have an application for Public Housing on file prior to his employment with the Housing Commission. Mr. Hannah's tenure was terminated by the Lansing Housing Office. The unit in which Mr. Hannah was assigned is needed by the Housing Office to house a new maintenance man (IIB) because it is close to the office.

The case of Bonnie Tygeson involves the violation of the lease which states that no animals may be kept in a housing unit except for songbirds. The Panel recommended that the animals that Mrs. Tygeson kept be allowed to remain in her unit. The Director requested authority to take these two decisions to court, but after discussion it was decided that this would not be in the best interest of all concerned.

A motion was made by Commissioner Clapp and supported by Commissioner Sliker to approve Resolution No. 252 which requests the Personnel Director, City of Lansing, to create a IIB classification for an added maintenance man for Michigan 58-11 and 58-12 projects. The Resolution reads as follows:

Whereas, Michigan 58-11 and 58-12, which consists of 48 units of C-2 family and individual family units and 52 units of multi-family housing is being completed, and

Whereas, no added maintenance personnel has been hired to take care of the added maintenance duties of the above units, therefore

Let It Be Resolved that a maintenance man with a IIB classification be hired.

Let It Further Be Resolved by resolution that the Director be authorized to request the Personnel Director, City of Lansing, to create the above job classification and to hire the necessary personnel to fill it.

Commissioners: Riley—Aye
Clapp—Aye
Bates—Aye
Blair—Absent
Sliker—Aye